

# STATE OF KANSAS

# 2002 WORKFORCE REPORT

DEPARTMENT OF ADMINISTRATION
DIVISION OF PERSONNEL SERVICES

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# Introduction

The Division of Personnel Services is pleased to present its sixth annual State of Kansas Workforce Report.

The Fiscal Year 2002 report presents financial facts and statistics, employment and agency trends, and characteristics of the Kansas state government workforce. The report supplies information from both statewide and agency perspectives, providing useful fact-based data for human resource planning and decision making.

The size of the state workforce has declined by more than 4% since Fiscal Year 1998. This reduction is primarily the result of the KU Hospital portion of KU Medical Center becoming a public authority and no longer part of the state agency in FY 1998. This reduction, along with changes in agency programs, means the State of Kansas must continue to provide the same level of services with fewer employees. To meet these goals, efforts are focused on attracting and retaining a quality workforce through new and revised programs.

The information presented in this report was gathered from SHARP (Statewide Human Resource and Payroll System), Kansas Division of the Budget, Kansas Department of Human Resources, and the U.S. Census Bureau.

The Division of Personnel Services welcomes your comments and questions regarding this report. You may contact Kim Rollenhagen at (785) 296-4806 or by e-mail at Kim.Rollenhagen@state.ks.us.

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# STATE OF KANSAS FISCAL YEAR 2002 STATISTICAL HIGHLIGHTS

#### PROFILE OF CLASSIFIED AND UNCLASSIFIED EMPLOYEES

	Classified	Unclassified
Number of Employees	24,754	12,583
	Averages	Averages
Age	45 years	46 years
Length of Service	12 years	11 years
Annual Salary	\$30,575	<b>\$53,213</b>
<b>Percent Ethnic Minorities</b>	12%	11%

Source: SHARP (June 2002); Excludes legislators, temporary, and student employees.

# GENERAL KANSAS STATISTICS COMPARED TO OTHER U.S. STATES

#### Kansas Population 2,694,641

Source: U.S. Census Bureau internet site (http://quickfacts.census.gov/qfd/states/20000.html) (July 2002)

#### Rank out of 50 states

Population	32nd
Number of State Employees (Per 10,000 Population)	29th
Average Annual State Workers' Salary	30th

Source: U.S. Census Bureau internet site (http://www.census.gov/population/cen2000/phc-+2/tab01.xls) (July 2002)

**Comments:** The rank of State Employees Per 10,000 Population and Average Annual State Workers' Salary rank were derived from the most recent information from the U.S. Bureau of the Census. The Bureau includes data not only from the Central records of a government's finance or payroll office, but also those of independent educational institutions, semi-autonomous boards, special authorities, and may include city and county governments.

#### **Kansas State Government Functions**

**General Government** agencies provide overall policy guidance to state government, perform administrative services to all state agencies, collect and distribute state revenues, and carry out regulatory functions.

#### **Agency Number and Name**

Agency	Number and Name
028	Accountancy, Board of
173	Administration, Department of
082	Attorney General
094	Bank Commissioner, Office of the State
100	Barbering, Board of
102	Behavioral Sciences Regulatory Board
122	Citizens' Utility Ratepayer Board
300	Commerce and Housing, Department of
143	Corporation Commission, Kansas
149	Cosmetology, Board of
159	Credit Unions, Department of
167	Dental Board, Kansas
247	Governmental Ethics Commission
252	Governor, Office of the
105	Healing Arts, Board of
270	Health Care Stabilization Fund Board of Governors
058	Human Rights Commission, Kansas
328	Indigents' Defense Services, Board of
331	Insurance Department
349	Judicial Council
677	Judiciary
365	Kansas Public Employees Retirement System
360	Kansas, Inc.
422	Legislative Coordinating Council
540	Legislative Division of Post Audit
425	Legislative Research Department
428	Legislature
446	Lieutenant Governor, Office of the
450	Lottery, Kansas
204	Mortuary Arts, Board of
482	Nursing, Board of
488	Optometry Examiners, Board of
531	Pharmacy, Board of
553	Racing and Gaming Commission, Kansas
543	Real Estate Appraisal Board, Kansas
549	Real Estate Commission, Kansas
565	Revenue, Department of
579	Revisor of Statutes
622	Secretary of State
625	Securities Commissioner, Office of the
670	State Treasurer
562	Tax Appeals, Board of
663	Technical Professions, Board of
371	Technology Enterprise Corporation, Kansas
700	Veterinary Examiners, Board of

**Public Safety** agencies' goals are to preserve the security and safety of Kansas citizens.

#### **Agency Number and Name**

_	-	
034		Adjutant General
355		Atchison Juvenile Correctional Facility
325		Beloit Juvenile Correctional Facility
521		Corrections, Department of
195		El Dorado Correctional Facility
177		Ellsworth Correctional Facility
206		Emergency Medical Services Board
234		Fire Marshal, State
280		Highway Patrol
313		Hutchinson Correctional Facility
083		Investigation, Kansas Bureau of
350		Juvenile Justice Authority
400		Lansing Correctional Facility
408		Larned Correctional Mental Health Facility
412		Larned Juvenile Correctional Facility
581		Norton Correctional Facility
147		Ombudsman for Corrections
523		Parole Board, Kansas
626		Sentencing Commission, Kansas
660		Topeka Correctional Facility
319		Topeka Juvenile Correctional Facility
712		Winfield Correctional Facility

**Education** includes state support of primary, secondary, and higher education.

#### **Agency Number and Name**

604	Blind, School for the
610	Deaf, School for the
652	Education, Department of
379	Emporia State University
246	Fort Hays State University
288	Historical Society
359	Kansas Arts Commission
367	Kansas State University
683	KU Medical Center
434	Library, State
385	Pittsburg State University
561	Regents, Board of
682	University of Kansas
715	Wichita State University

**Transportation** is a single agency function that is responsible for the maintenance and improvement of the 10,000-mile state highway system.

#### **Agency Number and Name**

276 Transportation, Kansas Department of

#### **Kansas State Government Functions**

**Agriculture & Natural Resources** agencies promote, protect, and restore natural resources in Kansas. This includes agricultural product regulation and inspection; inspection of livestock facilities and monitoring the status of the environment; maintenance of state parks, state fishing lakes, and wildlife areas; conservation and management of soil and water resources; environmental protection; commodity inspections; and public health maintenance through control of animal infectious disease.

#### **Agency Number and Name**

046	Agriculture, Department of
055	Animal Health Department
373	Fair, Kansas State
264*	Health and Environment - Environment
634	State Conservation Commission
709	Water Office, Kansas
710	Wildlife and Parks, Department of

**Human Resources** agencies provide a wide range of services to Kansans, including job training and placement; payment of unemployment insurance benefits; veterans' counseling and care; preventive health services through aid to local health departments; and social services to elderly and disadvantaged citizens.

#### **Agency Number and Name**

039	Aging, Department on
261	Guardianship Program, Kansas
264*	Health and Environment - Health
296	Human Resources, Department of
410	Larned State Hospital
363	Neurological Institute, Kansas
494	Osawatomie State Hospital
507	Parsons State Hospital and Training Center
555	Rainbow Mental Health Facility
629	Social and Rehabilitation Services
694	Veterans' Affairs, Commission on

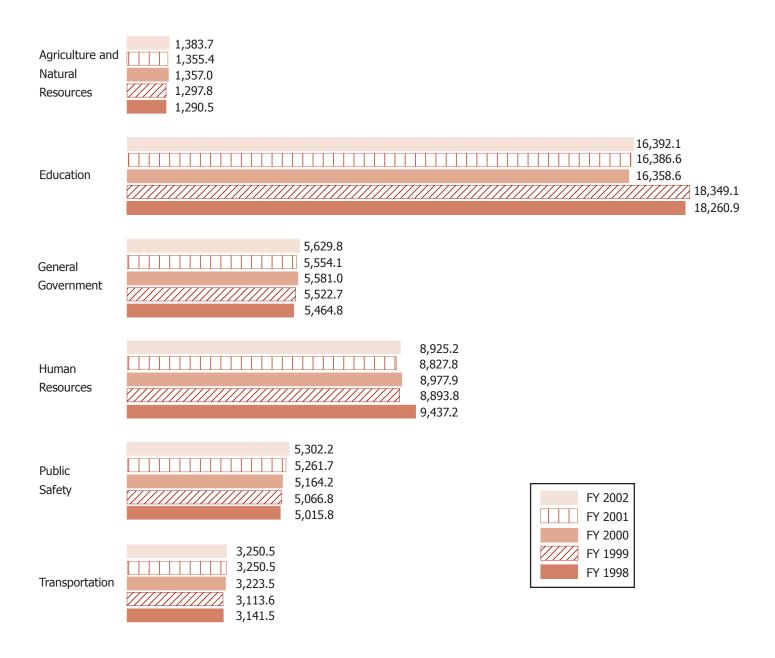
<sup>\*</sup>Programs within the Department of Health and Environment are divided between two functions.

Source: Fiscal Year 2002 Comparison Report, The Governor's Budget Report with Legislative Authorizations, pg. 45-65.

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#### **Number of Positions by Government Function**

(FTE and Unclassified Temporary Positions)



**Comments:** The largest decrease in positions occurred in the Education function with a decrease of 10% since FY 1998. The largest increase occurred in the Agriculture and Natural Resources function with a 7% increase in positions since FY 1998. See the Legislative Summary on pages 85 - 87 for specific additions or deletions of positions per agency and fiscal year.

Source: Fiscal Year 2002 Comparison Report, The Governor's Budget Report with Legislative Authorizations, Schedule 7, Pages 155-163.

Full Time Equivalent (FTE) and Unclassified Temporary

Aganey Nama		F	iscal Year	·		FY 1998-2002
Agency Name	1998	1999	2000	2001	2002	+/-
Accountancy, Board of	3.0	3.0	3.0	3.0	3.0	0.0
Adjutant General	277.0	273.0	241.0	241.0	317.8	40.8
FTE Positions	218.0	215.0	215.0	215.0	215.0	-3.0
Unclassified Temporary Positions	59.0	58.0	26.0	26.0	102.8	43.8
Administration, Department of	865.6	880.0	901.8	894.2	893.7	28.1
FTE Positions	855.4	861.5	885.4	874.4	879.4	24.0
Unclassified Temporary Positions	10.2	18.5	16.4	19.8	14.3	4.1
Aging, Department on	163.3	160.0	160.0	160.0	161.0	-2.3
FTE Positions	159.5 3.8	156.0 4.0	157.0 3.0	157.0 3.0	157.0 4.0	-2.5 0.2
Unclassified Temporary Positions Agriculture, Department of	330.0	327.0	330.5	321.2	317.7	-12.3
FTE Positions	311.0	304.0	312.5	303.2	303.5	-7.5
Unclassified Temporary Positions	19.0	23.0	18.0	18.0	14.2	-4.8
Animal Health Department	29.0	30.0	30.0	30.0	31.0	2.0
Atchison Juvenile Correctional Facility	119.0	120.0	120.0	120.0	120.0	1.0
Attorney General	86.0	102.0	104.0	105.0	110.5	24.5
FTE Positions	86.0	87.0	90.0	91.0	95.5	9.5
Unclassified Temporary Positions	0.0	15.0	14.0	14.0	15.0	15.0
Banking Department	71.0	68.0	75.0	77.0	86.0	15.0
FTE Positions	71.0	68.0	75.0	77.0	85.0	14.0
Unclassified Temporary Positions	0.0	0.0	0.0	0.0	1.0	1.0
Barbering, Board of	1.5	1.5	1.5	1.5	1.5	0.0
Behavioral Sciences Regulatory Board	6.5	6.5	6.8	7.8	8.0	1.5
Beloit Juvenile Correctional Facility	92.0	92.0	104.0	104.0	104.0	12.0
Blind, School for the	104.5	104.5	104.5	105.0	104.5	0.0
FTE Positions	92.5	93.5	92.5	92.5	93.5	1.0
Unclassified Temporary Positions	12.0	11.0	12.0	12.5	11.0	-1.0
Citizens' Utility Ratepayer Board	4.0	4.0	4.0	4.0	4.0	0.0
FTE Positions	3.0 1.0	3.0 1.0	3.0 1.0	4.0	0.0 4.0	-3.0 3.0
Unclassified Temporary Positions Commerce and Housing, Department of	139.0	133.0	137.0	0.0 140.0	152.0	13.0
FTE Positions	134.0	132.0	133.0	136.0	149.0	15.0
Unclassified Temporary Positions	5.0	1.0	4.0	4.0	3.0	-2.0
Conservation Commission, State	14.0	13.5	13.5	13.5	14.5	0.5
Consumer Credit Commissioner	7.0	0.0	0.0	0.0	0.0	-7.0
Corporation Commission, Kansas	211.0	211.0	209.0	209.0	211.0	0.0
FTE Positions	211.0	211.0	209.0	209.0	210.0	-1.0
Unclassified Temporary Positions	0.0	0.0	0.0	0.0	1.0	1.0
Corrections, Department of	311.0	314.0	327.0	335.0	328.0	17.0
FTE Positions	303.0	302.0	313.0	321.0	319.0	16.0
Unclassified Temporary Positions	8.0	12.0	14.0	14.0	9.0	1.0
Cosmetology, Board of	11.0	12.0	12.0	12.0	12.0	1.0
Credit Unions, Department of	12.0	12.0	12.0	12.0	13.0	1.0
Deaf, School for the	202.5	196.0	195.0	194.0	194.0	-8.5
FTE Positions	175.5	175.5	174.5	173.5	173.5	-2.0
Unclassified Temporary Positions	27.0	20.5	20.5	20.5	20.5	-6.5
Dental Board, Kansas	1.6	1.6	2.0	2.0	2.5	0.9
Education, Department of	244.3	244.4	237.9	237.9	233.9	-10.4
FTE Positions Unclassified Temporary Positions	204.0 40.3	207.5 36.9	199.5 38.4	201.5 36.4	190.5 43.4	-13.5 3.1
El Dorado Correctional Facility	386.0	386.0	386.0	453.0	468.5	82.5
Ellsworth Correctional Facility	186.5	185.5	185.5	183.5	224.0	37.5
FTE Positions	185.5	184.5	184.5	182.5	223.0	37.5
Unclassified Temporary Positions	1.0	1.0	1.0	1.0	1.0	0.0
Emergency Medical Services Board	15.0	15.0	15.0	15.0	15.0	0.0
FTE Positions	13.0	13.0	13.0	13.0	13.0	0.0
Unclassified Temporary Positions	2.0	2.0	2.0	2.0	2.0	0.0
Emporia State University	738.8	757.2	764.3	763.3	758.1	19.3
Fair, Kansas State	18.0	18.0	21.0	22.0	22.0	4.0
Fire Marshal, State	42.0	43.0	47.0	47.0	46.3	4.3
•	40.0	40.0	44.0	44.0	46.0	6.0
FTE Positions	40.0	₹0.0	11.0	11.0	10.0	0.0

Full Time Equivalent (FTE) and Unclassified Temporary

A son or Nome			Fiscal Yea	r		FY 1998-2002
Agency Name	1998	1999	2000	2001	2002	+/-
Fort Hays University	689.2	702.7	710.6	710.6	722.6	33.4
Governmental Ethics Commission	9.4	9.6	9.5	9.6	9.5	0.1
FTE Positions	9.0	9.0	9.0	9.0	9.0	0.0
Unclassified Temporary Positions	0.4	0.6	0.5	0.6	0.5	0.1
Governor, Office of the	34.1	33.9	31.9	32.9	33.9	-0.2
FTE Positions	30.0	30.0	29.0	30.0	30.0	0.0
Unclassified Temporary Positions	4.1	3.9	2.9	2.9	3.9	-0.2
Guardianship Program, Kansas	12.0	13.0	13.0	13.0	13.0	1.0
Healing Arts, Board of	27.0	27.0	29.0	29.0	29.0	2.0
Health and Environment, Dept. of-Environment	472.5	483.5	488.5	488.5	510.5	38.0
FTE Positions	401.0	412.0	410.0	410.0	478.0	77.0
Unclassified Temporary Positions	71.5 505.8	71.5 496.3	78.5 540.5	78.5 538.5	32.5 563.5	-39.0 57.7
Health and Enviroment, Department of-Health FTE Positions	420.0	496.3 424.5	433.5	431.5	523.0	103.0
Unclassified Temporary Positions	85.8	71.8	107.0	107.0	40.0	-45.8
Health Care Stabilization Fund Board of Governors	16.0	16.0	16.0	16.0	16.0	0.0
Hearing Aid Board of Examiners	0.4	0.4	0.4	0.4	0.4	0.0
FTE Positions	0.0	0.4	0.4	0.4	0.4	0.4
Unclassified Temporary Positions	0.4	0.0	0.0	0.0	0.0	-0.4
lighway Patrol	798.8	813.8	856.3	886.3	885.1	86.3
FTE Positions	782.8	793.8	808.8	823.8	823.8	41.0
Unclassified Temporary Positions	16.0	20.0	47.5	62.5	61.3	45.3
Historical Society, State	147.5	149.5	147.5	146.5	146.5	-1.0
FTE Positions	136.5	138.5	137.5	136.5	136.5	0.0
Unclassified Temporary Positions	11.0	11.0	10.0	10.0	10.0	-1.0
luman Resources, Department of	1,062.5	1,070.5	1,024.5	992.3	1,002.3	-60.2
FTE Positions	1,002.5	1,003.5	996.5	964.3	964.3	-38.2
Unclassified Temporary Positions	60.0	67.0	28.0	28.0	38.0	-22.0
luman Rights Commission	40.0	40.0	37.0	37.0	37.0	-3.0
FTE Positions	37.0	37.0	36.0	36.0	37.0	0.0
Unclassified Temporary Positions	3.0	3.0	1.0	1.0	0.0	-3.0
Hutchinson Correctional Facility	511.0	512.0	511.0	512.0	515.0	4.0
FTE Positions	511.0	510.0	509.0	510.0	512.0	1.0
Unclassified Temporary Positions	0.0	2.0	2.0	2.0	3.0	3.0
ndigents' Defense Services, Board of	172.0	166.0	166.0	162.0	165.0	-7.0
FTE Positions	170.0	165.0	165.0 1.0	161.0	164.0 1.0	-6.0 -1.0
Unclassified Temporary Positions nsurance Department	2.0 163.5	1.0 165.5	166.5	1.0 159.0	159.0	-1.0
FTE Positions	161.5	163.5	164.5	157.0	159.0	-4.5
Unclassified Temporary Positions	2.0	2.0	2.0	2.0	2.0	0.0
nvestigation, Kansas Bureau of	243.5	245.0	228.0	225.0	238.0	-5.5
FTE Positions	195.5	194.0	203.0	200.0	200.0	4.5
Unclassified Temporary Positions	48.0	51.0	25.0	25.0	38.0	-10.0
udicial Council	4.0	4.0	4.0	4.0	4.0	0.0
udiciary	1,766.0	1,787.5	1,813.5	1,814.5	1,815.5	49.5
uvenile Justice Authority	36.0	40.0	41.0	41.0	45.0	9.0
FTE Positions	30.0	32.0	32.0	34.0	37.0	7.0
Unclassified Temporary Positions	6.0	8.0	9.0	7.0	8.0	2.0
ansas Arts Commission	8.0	8.0	8.0	8.0	8.0	0.0
S Public Employees Retirement System	76.0	76.0	76.0	79.0	84.0	8.0
Cansas State University	4,670.0	4,671.7	4,680.5	4,675.5	4,697.4	27.4
Cansas, Inc.	5.0	5.0	4.0	4.0	4.0	-1.0
U Medical Center	4,618.5	4,469.8	2,494.7	2,489.7	2,448.7	-2,169.8
ansing Correctional Facility	703.0	701.5	707.0	703.0	710.0	7.0
arned Correctional Mental Health Facility	178.0	177.0	176.0	187.0	186.0	8.0
arned Juvenile Correctional Facility	133.0	135.0	136.0	136.0	137.0	4.0
FTE Positions	127.0	128.0	128.0	128.0	129.0	2.0
Unclassified Temporary Positions	6.0	7.0	8.0	8.0	8.0	2.0
arned State Hospital	771.6	765.6	766.6	760.6	747.8	-23.8
egislative Coordinating Council	12.0	14.0	14.0	14.0	14.0	2.0
FTE Positions	11.0	13.0	13.0	13.0	13.0	2.0
Unclassified Temporary Positions	1.0	1.0	1.0	1.0	1.0	0.0

Full Time Equivalent (FTE) and Unclassified Temporary

Agoney Name	Fiscal Year						
Agency Name	1998	1999	2000	2001	2002	+/-	
Legislative Division of Post Audit	22.1	21.2	22.0	22.0	22.0	-0.1	
FTE Positions	20.0	20.0	21.0	21.0	21.0	1.0	
Unclassified Temporary Positions	2.1	1.2	1.0	1.0	1.0	-1.1	
Legislative Research Department	37.0	37.0	37.0	37.0	37.0	0.0	
Legislature	30.0	31.0	32.0	33.0	36.0	6.0	
Library, State	27.0	27.0	27.0	27.0	27.0	0.0	
Lieutenant Governor, Office of the FTE Positions	3.6 3.0	4.0 3.0	4.0 3.0	4.0 3.0	4.0 3.0	0.4 0.0	
Unclassified Temporary Positions	0.6	1.0	1.0	1.0	1.0	0.0	
Lottery, Kansas	95.0	90.0	90.0	90.0	91.0	-4.0	
FTE Positions	89.0	88.0	88.0	88.0	89.0	0.0	
Unclassified Temporary Positions	6.0	2.0	2.0	2.0	2.0	-4.0	
Mortuary Arts, Board of	3.0	3.0	3.0	3.0	3.0	0.0	
Neurological Institute, Kansas	690.0	688.0	680.5	676.5	672.5	-17.5	
FTE Positions	676.0	674.0	666.5	662.5	658.5	-17.5	
Unclassified Temporary Positions	14.0	14.0	14.0	14.0	14.0	0.0	
Norton Correctional Facility	236.0	266.0	266.0	259.0	266.0	30.0	
Board of Nursing	18.5	17.5	17.5	17.5	22.0	3.5	
FTE Positions	16.5	16.5	16.5	16.5	22.0	5.5	
Unclassified Temporary Positions	2.0	1.0	1.0	1.0	0.0	-2.0	
Ombusdman for Corrections	4.0	4.0	3.5	3.5	3.5	-0.5	
Optometry Examiners, Board of	2.0	2.0	2.0	2.0	2.0	0.0	
FTE Positions	1.0 1.0	1.0 1.0	1.0 1.0	1.0 1.0	1.0 1.0	0.0	
Unclassified Temporary Positions Osawatomie State Hospital	529.4	485.4	482.4	481.4	487.4	-42.0	
FTE Positions	529.4	485.4	482.4	481.4	477.4	-52.0	
Unclassified Temporary Positions	0.0	0.0	0.0	0.0	10.0	10.0	
Parole Board, Kasnsas	4.0	4.0	4.0	4.0	4.0	0.0	
Parsons State Hospital and Training Center	525.1	525.1	518.1	518.1	515.4	-9.7	
FTE Positions	524.0	523.0	516.0	516.0	515.4	-8.6	
Unclassified Temporary Positions	1.1	2.1	2.1	2.1	0.0	-1.1	
Pharmacy, Board of	6.0	6.0	6.0	6.0	6.0	0.0	
Pittsburg State University	717.0	735.0	800.2	799.2	794.0	77.0	
Racing and Gaming Commission, Kansas	61.0	75.0	84.0	83.0	75.0	14.0	
FTE Positions	52.0	62.0	71.0	72.0	64.0	12.0	
Unclassified Temporary Positions	9.0	13.0	13.0	11.0	11.0	2.0	
Rainbow Mental Health Facility	151.4	165.5	159.4	157.4	155.4	4.0	
FTE Positions Unclassified Temporary Positions	143.4 8.0	142.5 23.0	136.4 23.0	134.4 23.0	132.4 23.0	-11.0 15.0	
Real Estate Appraisal Board	3.0	3.0	3.0	3.0	3.0	0.0	
Real Estate Commission, Kansas	14.0	14.0	14.0	13.0	13.0	-1.0	
Regents, Board of	18.0	18.0	26.0	28.0	45.0	27.0	
FTE Positions	18.0	18.0	26.0	28.0	43.0	43.0	
Unclassified Temporary Positions	0.0	0.0	0.0	0.0	2.0	2.0	
Revenue, Department of	1,179.5	1,184.0	1,180.0	1,162.0	1,196.0	16.5	
Revisor of Statutes	36.0	36.0	36.0	36.0	36.0	0.0	
FTE Positions	26.0	26.0	26.0	26.0	26.0	0.0	
Unclassified Temporary Positions	10.0	10.0	10.0	10.0	10.0	0.0	
Secretary of State	54.0	53.0	54.0	75.0	57.0	3.0	
FTE Positions	54.0	53.0	54.0	57.0	57.0	3.0	
Unclassified Temporary Positions	0.0	0.0	0.0	18.0	0.0	0.0	
Securities Commissioner, Office of the	27.0 13.0	27.0 12.0	27.8 12.0	27.8 12.0	27.8 12.0	0.8	
Sentencing Commission, Kansas FTE Positions	9.0	12.0 9.0	12.0 9.0	10.0	12.0 10.0	-1.0 1.0	
Unclassified Temporary Positions	4.0	3.0	3.0	2.0	2.0	-2.0	
Social and Rehabilitation Services, Dept of	4,390.0	4,295.6	4,314.0	4,041.1	4,046.7	-343.3	
FTE Positions	4,317.0	4,194.1	4,169.5	3,896.6	3,986.1	-330.9	
Unclassified Temporary Positions	73.0	101.5	144.5	144.5	60.6	-12.4	
Tax Appeals, Board of	32.0	41.0	32.5	33.0	33.0	1.0	
FTE Positions	30.0	37.0	31.0	31.0	31.0	1.0	
Unclassified Temporary Positions	2.0	4.0	1.5	2.0	2.0	0.0	
Technical Professions, Board of	5.0	6.0	6.0	6.0	6.0	1.0	

Full Time Equivalent (FTE) and Unclassified Temporary

A gover Name		FY 1998-2002				
Agency Name	1998	1999	2000	2001	2002	+/-
Technology Enterprise Corporation, Kansas	33.0	34.0	35.0	35.0	33.0	0.0
FTE Positions	18.0	18.0	18.0	18.0	19.0	1.0
Unclassified Temporary Positions	15.0	16.0	17.0	17.0	14.0	-1.0
Topeka Correctional Facility	303.0	304.0	308.0	307.0	250.0	-53.0
FTE Positions	300.0	300.0	304.0	304.0	247.0	-53.0
Unclassified Temporary Positions	3.0	4.0	4.0	3.0	3.0	0.0
Topeka Juvenile Correctional Facility	222.0	222.0	226.0	226.0	226.0	4.0
Transportation, Kansas Department of	3,141.5	3,113.6	3,223.5	3,250.5	3,250.5	109.0
FTE Positions	3,139.5	3,111.5	3,219.5	3,247.5	3,247.5	108.0
Unclassified Temporary Positions	2.0	2.1	4.0	3.0	3.0	1.0
Treasurer, State	56.5	55.5	60.5	59.5	55.5	-1.0
FTE Positions	56.5	55.5	55.5	55.5	55.5	-1.0
Unclassified Temporary Positions	0.0	0.0	5.0	4.0	0.0	0.0
University of Kansas	4,406.0	4,551.9	4,578.1	4,574.1	4,485.1	79.1
Veterans' Affairs, Commission on	190.8	228.8	341.8	458.8	560.2	369.4
FTE Positions	189.8	227.8	337.8	454.8	555.8	366.0
Unclassified Temporary Positions	1.0	1.0	4.0	4.0	4.4	3.4
Veterinary Examiners, Board of	2.0	3.0	3.0	3.0	3.0	1.0
Water Office, Kansas	22.5	22.5	23.5	23.5	27.5	5.0
FTE Positions	21.5	21.5	22.5	22.5	22.5	1.0
Unclassified Temporary Positions	1.0	1.0	1.0	1.0	5.0	4.0
Wheat Commission, Kansas	8.0	8.0	8.0	0.0	0.0	-8.0
Wichita State University	1,681.6	1,731.4	1,728.0	1,726.5	1,727.3	45.7
Wildlife and Parks, Department of	396.5	395.3	449.5	449.5	460.5	64.0
FTE Positions	393.5	392.3	393.5	393.5	406.5	13.0
Unclassified Temporary Positions	3.0	3.0	56.0	56.0	54.0	51.0
Winfield Correctional Facility	202.0	202.0	201.0	200.0	201.0	-1.0
Winfield State Hospital and Training Ctr	445.3	0.0	0.0	0.0	0.0	-445.3
FTE Positions	432.0	0.0	0.0	0.0	0.0	-432.0
Unclassified Temporary Positions	13.3	0.0	0.0	0.0	0.0	-13.3
TOTALS						
FTE Positions	41,932.1	41,512.1	39,765.2	39,629.8	40,170.3	-1,761.8
<b>Unclassified Temporary Positions</b>	678.6	731.6	897.0	1,006.3	713.2	34.6
Positions	42,610.7	42,243.7	40,662.2	40,636.1	40,883.5	-1,727.2

**Comments:** Positions by Agency reflects the total number of positions authorized for each state agency. Typically, agencies have more positions than employees (see pages 18-19) because there are vacancies at any given time. Total positions are divided into FTE positions and unclassified temporary positions. The number of FTE positions for each agency is typically constrained by a limitation included in appropriation bills. Positions in legislative and judicial agencies along with several agencies of the executive branch, such as Regents institutions and the Board of Indigents' Defense Services, are not constrained by a limitation. Similarly, unclassified temporary positions are not subject to a position limitation.

#### **State Agency Closures:**

Grain Inspection Department - Privatized, FY 1998 Topeka State Hospital - Closed, FY 1998 Winfield State Hospital - Closed, FY 1998

Kansas Wheat Commission - Privatized, FY 2001

#### Agencies with the Largest Position Changes from FY 1998 to FY 2002:

<u>INCREASES</u> *		<u>DECREASES</u> *
Veterans' Affairs, Commission on	369.4	KU Medical Center - 2,169.8
Transportation, Kansas Dept of	109.0	Social and Rehabilitation Services, Dept of - 343.3
Kansas Highway Patrol	86.3	Human Resoures, Dept of - 60.2
El Dorado Correctional Facility	82.5	Topeka Correctional Facility - 53.0
Pittsburg State University	77.0	Osawatomie State Hospital - 42.0

<sup>\*</sup> See Legislative Summaries on pages 85 - 87 for specific additions or deletions of positions per agency and fiscal year.

Source: Fiscal Year 2002 Comparison Report, (Schedule 7) pages 155-163, The Governor's Budget Report with Legislative Authorizations.

#### **Twenty-Five Most Populous Job Classes**

Job Classes	Number of Employees
1. Senior Administrative Assistant*	1,521
2. Administrative Assistant*	1,399
3. Administrative Specialist*	1,316
4. Equipment Operator*	914
5. Corrections Officer I (A)	628
6. Economic and Employment Support Specialist I	610
7. Office Assistant*	554
8. Custodial Specialist	508
9. Corrections Officer I (B)	436
10. Social Worker	424
11. Mental Retardation Technician I	419
12. Corrections Officer II	415
13. Engineering Technician	378
14. Custodial Worker	306
15. Corrections Specialist I	300
16. Utility Worker	298
17. Program Support Worker	292
18. Engineering Technician Senior	230
19. Mental Health Aide	229
20. Juvenile Corrections Officer I	225
21. Child Support Enforcement Specialist I	224
22. General Maintenance and Repair Technician II	218
23. Public Service Executive II	218
24. Program Consultant I	216
25. Accounting Specialist	207

**Comments:** During FY 2002, almost one-half (46.7%) of the classified workforce was employed in one of the twenty-five most populous job classes. During FY 2002, the State of Kansas had approximately 700 job classes.

The percentage of the classified workforce employed in one of the twenty-five most populous job classes has decreased since FY 2000. Fourty-nine percent of the classified workforce served in one of the twenty-five most populous job classes in FY 2000.

All job classes from the twenty-five most populous list of FY 2000 are still represented in FY 2002. Due to class consolidations, four new job classes were added to the list for FY 2002 (Accounting Specialist, Child Support Enforcement Specialist I, Program Consultant I, and Public Service Executive II).

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

<sup>\*</sup>See reference chart on page 83 for class consolidation and new titles.

#### **Twenty-Five Most Populous Agencies**

1. University of Kansas 4,485.1 2. Social and Rehabilitation Services, Department of 4,046.7 3. Transportation, Kansas Department of 3,250.5 4. Kansas State University 3,178.0 5. KU Medical Center 2,448.7 6. Judiciary 1,815.5 7. Wichita State University 1,727.3 8. Revenue, Department of 1,196.0 9. Health and Environment, Department of 1,074.0 10. Human Resources, Department of 893.7
3. Transportation, Kansas Department of       3,250.5         4. Kansas State University       3,178.0         5. KU Medical Center       2,448.7         6. Judiciary       1,815.5         7. Wichita State University       1,727.3         8. Revenue, Department of       1,196.0         9. Health and Environment, Department of       1,074.0         10. Human Resources, Department of       1,002.3         11. Administration, Department of       893.7
4. Kansas State University       3,178.0         5. KU Medical Center       2,448.7         6. Judiciary       1,815.5         7. Wichita State University       1,727.3         8. Revenue, Department of       1,196.0         9. Health and Environment, Department of       1,074.0         10. Human Resources, Department of       1,002.3         11. Administration, Department of       893.7
5. KU Medical Center 2,448.7 6. Judiciary 1,815.5 7. Wichita State University 1,727.3 8. Revenue, Department of 1,196.0 9. Health and Environment, Department of 1,074.0 10. Human Resources, Department of 1,002.3 11. Administration, Department of 893.7
6. Judiciary 1,815.5 7. Wichita State University 1,727.3 8. Revenue, Department of 1,196.0 9. Health and Environment, Department of 1,074.0 10. Human Resources, Department of 1,002.3 11. Administration, Department of 893.7
7. Wichita State University 1,727.3 8. Revenue, Department of 1,196.0 9. Health and Environment, Department of 1,074.0 10. Human Resources, Department of 1,002.3 11. Administration, Department of 893.7
8. Revenue, Department of1,196.09. Health and Environment, Department of1,074.010. Human Resources, Department of1,002.311. Administration, Department of893.7
9. Health and Environment, Department of 1,074.0 10. Human Resources, Department of 1,002.3 11. Administration, Department of 893.7
10. Human Resources, Department of1,002.311. Administration, Department of893.7
11. Administration, Department of 893.7
40 1/4 1/4 10 1 10 10 10 10 10 10 10 10 10 10 10 1
12. Kansas Highway Patrol 885.1
13. Pittsburg State University 794.0
14. Emporia State University 758.1
15. Larned State Hospital 747.8
16. Fort Hays State University 722.6
17. Lansing Correctional Facility 710.0
18. Kansas Neurological Institute 672.5
19. Veterans' Affairs, Commission on 560.2
20. Parsons State Hospital and Training Center 515.4
21. Hutchinson Correctional Facility 515.0
22. Osawatomie State Hospital 487.4
23. El Dorado Correctional Facility 468.5
24. Wildlife and Parks, Department of 460.5
25. Corrections, Department of 328.0

**Comments:** During FY 2002, 82.5% of the total positions (FTE and unclassified temporary) in state agencies were allocated to the twenty-five most populous agencies. During FY 2002, the State of Kansas had 99 agencies.

The percentage of the total positions (FTE and unclassified temporary) in state agencies were allocated to the twenty-five most populous agencies has decreased 6% since FY 2000. Eighty-eight percent of the total positions (FTE and unclassified temporary) in state agencies were allocated to the twenty-five most populous agencies in FY 2000.

All state agencies from the twenty-five most populous list of FY 2000 are still represented in FY 2002. The ranking of the state agencies are the same from FY 2000, with the following exceptions:

Agencies that have switched positions in rankings:

- \*Rankings 9 and 10: The Department of Health and Environment and the Department of Human Resources
- \*Rankings 14 and 15: Emporia State University and Larned State Hospital

The Commission on Veterans' Affairs went from 25th in FY 2000 to 19th in FY 2002.

Source: Fiscal Year 2002 Comparison Report, (Schedule 7) pages 155-163, The Governor's Budget Report with Legislative Authorizations.

<sup>\*</sup>Rankings 23 and 24: El Dorado Correctional Facility and the Department of Wildlife and Parks

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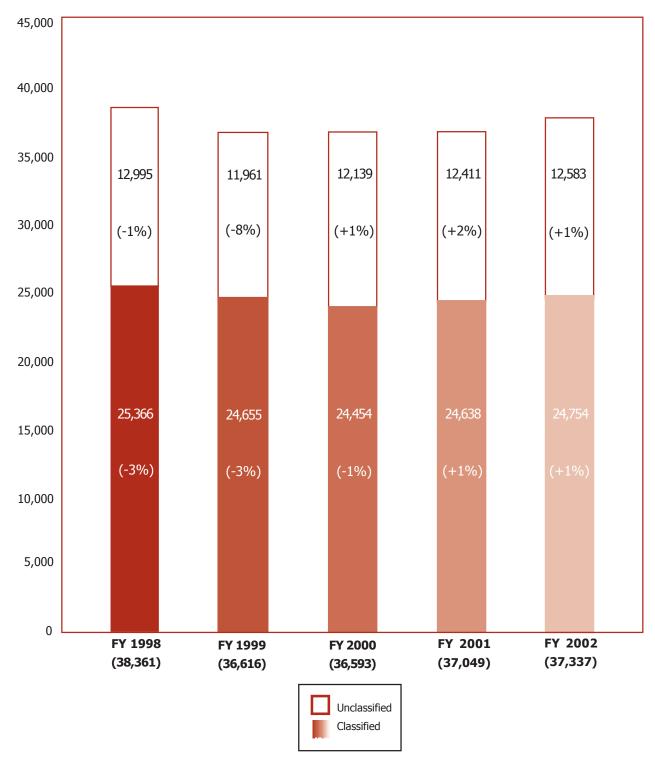
# Workforce Characteristics

This report illustrates employment data encompassing a fiveyear period. The data provides information using statewide and agency perspectives. The following comments pertain to classified state employees only.

- The number of employees in the **50-59 age** category increased 7% since 1997, while the number of employees in the **30-39 age** category decreased 7% during the same timeframe.
- ■Only 34% of the state workforce is **under 40 years of age**. The number of employees in this category has consistently decreased since FY 1997.
- ■The number of employees in the **5-9 years of service** category has decreased 8% since 1997.
- The **Administrative Support Associates** recruitment category contains the majority of the state's classified workforce, which is 21%.
- ■As with previous fiscal years, the State of Kansas continues to employ a greater percentage (2.4%) of minorities in the classified service than what is represented in the available workforce.

### Section One

#### **Number of State Government Employees**



**Comments:** Although the number of classified and unclassified employees has decreased by 3% since the end of Fiscal Year 1998, there has been a steady recovery in recent years. The percentages noted in parentheses reflect the percentage of change from the previous fiscal year. Facility closures during FY 1998, the Retirement Reduction program, and program privatization have contributed in large part to the decrease in the number of state employees.

Source: SHARP (June 2002); Excludes temporary and student employees.

**Number of Classified Employees by Position on Civil Service Pay Plan** 

							s T	E P	S					
		4	5	6	7	8	9	10	11	12	13	14	15	16
	5	1	1	3	0	0	0	0	0	0	0	0	0	0
	6	0	0	0	0	0	0	0	0	0	0	0	0	0
	7	11	0	0	1	0	0	0	0	0	2	1	1	0
	8	9	2	1	0	1	1	1	1	0	1	0	2	0
	9	127	24	20	9	14	9	14	10	7	13	49	35	0
	10	43	5	2	3	19	2	4	3	0	3	4	6	0
	11	492	59	70	30	34	25	47	48	30	60	50	113	0
	12	138	6	8	4	75	15	5	17	10	16	21	27	0
P	13	650	74	93	50	65	52	45	50	71	87	49	276	0
A	14	66	85	5	1	11	3	3	1	1	5	8	11	0
<i></i>	15	689	123	122	75	157	99	108	87	86	111	120	282	0
Y	16	386	170	297	78	103	77	59	57	74	69	166	314	0
	17	272	271	449	25	70	26	16	21	36	29	64	84	0
	18	523	95	243	146	151	129	125	135	104	134	131	265	0
	19	464	120	230	91	114	119	88	98	84	73	88	227	0
	20	152	35	57	35	68	49	42	36	32	32	52	111	0
	21	391	89	145	50	267	76	66	69	78	70	91	149	0
G	22	447	95	219	88	159	161	101	90	69	62	63	171	0
0	23	261	82	81	62	41	85	52	57	46	45	27	83	0
R	24	315	83	144	54	120	87	70	61	56	80	42	141	0
	25	135	42	45	27	39	48	24	39	50	66	44	123	0
A	26	250	83	89	49	92	79	94	64	50	59	40	117	0
D	27	244	71	89	37	111	81	47	30	35	33	27	77	0
ט	28	96	32	29 89	16	26 73	35	18	15	31	21	20	41	0
E	29 30	227 72	63 29	28	48 14	33	96 58	32 19	27 8	31 19	25 12	36 7	87 32	0
	31	76	24	24	15	42	46	22	11	11	18	10	36	0
S	32	79	27	45	25	55	34	21	24	23	22	18	31	0
	33	9	9	17	25	15	22	14	2	8	31	2	12	0
	34	16	4	8	9	16	11	8	4	7	12	2	19	0
	35	9	3	13	9	9	13	15	4	7	9	2	20	0
	36	4	0	1	4	1	3	2	2	2	2	1	6	0
	37	0	0	4	0	3	0	2	3	6	2	1	8	0
	38	2	2	1	0	1	3	2	0	1	0	0	2	0
T	DTAL	6,656	1,808	2,671	1,080	1,985	1,544	1,166	1,074	1,065	1,204	1,236	2,909	0

**Comments:** Some of the workforce (1%) is redlined above grade and is not represented in this table.

**Source:** SHARP (June 2002); Excludes legislators, unclassified, temporary, and student employees.

# **Number of Classified and Unclassified Employees by Agency**

Fiscal Year 2002

	riscai feai 2002		
Agency Name	Number of Classified Employees	Number of Unclassified Employees	Total Number of Employees
Accountancy, Board of	2	1	3
Adjutant General	54	155	209
Administration, Department of	738	27	765
Aging, Department on	116	8	124
Agriculture, Department of	264	11	275
Animal Health Department	28	2	30
Atchison Juvenile Correctional Facility	109	1	110
Attorney General	1	87	88
Banking Department	71	7	78
Barbering, Board of	1	1	2
Behavioral Sciences Regulatory Board	5	3	8
Beloit Juvenile Correctional Facility	90	1	91
Blind, School for the	29	59	88
Citizens' Utility Ratepayer Board	1	1	2
Commerce and Housing, Department of	120	21	141
Corporation Commission, Kansas	129	66	195
Corrections, Department of	299	12	311
Cosmetology, Board of	10	1	11
Credit Unions, Department of	11	1	12
Deaf, School for the	49	110	159
Dental Board, Kansas	1	1	2
Education, Department of	166	24	190
El Dorado Correctional Facility	449	2	451
Ellsworth Correctional Facility	217	1	218
Emergency Medical Services Board	12	1	13
Emporia State University	304	421	725
Fair, Kansas State	19	1	20
Fire Marshal, State	44	2	46
Fort Hays State University	298	362	660
Governmental Ethics Commission	0	9	9
Governor, Office of the	0	19	19
Healing Arts, Board of	23	6	29
Health and Environment, Department of	912	14	926
Health Care Stabilization Fund Board of Governors	8	8	16
Highway Patrol	815	5	820
Historical Society, State	124	1	125
Human Resources, Department of	779	43	822
Human Rights Commission, Kansas	28	4	32
Hutchinson Correctional Facility	513	1	514
Indigents' Defense Services, Board of	63	95	158
Insurance Department	36	97	133
Investigation, Kansas Bureau of	167	7	174
Judicial Council	0	5	5
Judiciary	0	1,783	1,783
Juvenile Justice Authority	26	10	36
Kansas Arts Commission	6	1	7
Kansas Public Employees Retirement System	69	13	82
Kansas State University	1,723	2,225	3,948
Kansas, Inc.	0	3	3
KU Medical Center	558	2,107	2,665
Lansing Correctional Facility	686	1	687
Larned Correctional Mental Health Facility	182	0	182
Larned Juvenile Correctional Facility	115	1	116
Larned State Hospital	607	20	627
Legislative Coordinating Council	0	11	11
Legislative Division of Post Audit	0	20	20
Legislative Research Department	0	35	35
Legislature	0	34	34
Library, State	24	4	28
Lieutenant Governor, Office of the	0	1	1
Lieutenant Governor, Office of the	Ü	1	1

#### **Number of Classified and Unclassified Employees by Agency**

Fiscal Year 2002

Agency Name	Number of Classified Employees	Number of Unclassified Employees	Total Number of Employees
Lottery, Kansas	38	36	74
Mortuary Arts, Board of	2	1	3
Neurological Institute, Kansas	570	6	576
Norton Correctional Facility	242	0	242
Nursing, Board of	19	2	21
Ombudsman for Corrections	1	3	4
Optometry Examiners, Board of	1	0	1
Osawatomie State Hospital	409	15	424
Parole Board, Kansas	0	4	4
Parsons State Hospital and Training Center	461	7	468
Pharmacy, Board of	3	1	4
Pittsburg State University	302	411	713
Racing and Gaming Commission, Kansas	39	17	56
Rainbow Mental Health Facility	115	5	120
Real Estate Appraisal Board, Kansas	1	1	2
Real Estate Commission, Kansas	11	1	12
Regents, Board of	17	22	39
Revenue, Department of	1,094	32	1,126
Revisor of Statutes	0	26	26
Secretary of State	0	46	46
Securities Commissioner, Office of the	16	9	25
Sentencing Commission, Kansas	0	10	10
Social & Rehabilitation Services, Dept. of	3,650	38	3,688
State Conservation Commission	6	6	12
Tax Appeals, Board of	17	10	27
Technical Professions, Board of	3	2	5
Technology Enterprise Corporation, Kansas	0	31	31
Topeka Correctional Facility	212	0	212
Topeka Juvenile Correctional Facility	203	1	204
Transportation, Kansas Department of	3,108	11	3,119
Treasurer, State	18	30	48
University of Kansas	1,503	2,894	4,397
Veterans' Affairs, Commission on	313	6	319
Veterinary Examiners, Board of	0	3	3
Water Office, Kansas	20	1	21
Wichita State University	671	917	1,588
Wildlife and Parks, Department of	391	5	396
Winfield Correctional Facility	197	0	197
TOTAL	24,754	12,583	37,337

**Comments:** The number of classified and unclassified employees has remained relatively unchanged since FY 2001. Statewide, the number of classified employees *increased* by 1% while the number of unclassified employees *increased by less* than 1%.

The number of positions per agency (see pages 8-11) is usually more than the number of employees due to vacancies.

Source: SHARP (June 2002); Excludes legislators, temporary, and student employees.

# **Average Classified and Unclassified Salaries by Agency**

Fiscal Years 2001 and 2002

	Class	sified	Uncla	ssified
Agency Name	FY 2001	FY 2002	FY 2001	FY 2002
,	(\$)	(\$)	(\$)	(\$)
Accountancy, Board of	21,788	22,121	51,282	52,051
Adjutant General	32,272	32,320	27,784	29,611
Administration, Department of	34,370	34,872	63,506	65,297
Aging, Department on	35,455	36,218	65,014	69,917
Agriculture, Department of	36,196	36,698	52,851	54,525
Animal Health Department	30,163	31,735	62,263	63,197
Atchison Juvenile Correctional Facility	27,508	28,111	67,369	68,314
Attorney General	37,107	37,669	41,936	44,077
Banking Department	40,251	41,795	60,966	61,923
Barbering, Board of	27,726	28,142	36,753	37,304
Behavioral Sciences Regulatory Board	26,046	26,437	38,093	38,669
Beloit Juvenile Correctional Facility	27,673	28,282	74,506	75,450
Blind, School for the	27,644	27,908	37,083	35,079
Citizens' Utility Ratepayer Board	30,555	31,013	73,070	74,186
Commerce and Housing, Department of	37,827	38,383	64,585	50,167
Corporation Commission, Kansas	35,072	35,306	52,873	54,302
Corrections, Department of	34,352	34,746	70,919	72,016
Cosmetology, Board of	23,811	24,665 42,041	43,089	43,735 62,216
Credit Unions, Department of Deaf, School for the	41,063	24,361	61,296 34,290	62,216
Dental Board, Kansas	23,553 24,544	18,595	50,753	34,224 51,514
Education, Department of	37,352	36,863	73,943	77,142
El Dorado Correctional Facility	27,770	28,388	83,048	64,059
Ellsworth Correctional Facility	29,960	29,785	50,057	50,557
Emergency Medical Services Board	33,505	33,781	60,342	61,247
Emporia State University	25,594	26,093	55,863	51,769
Fair, Kansas State	27,919	28,971	81,034	81,034
Fire Marshal, State	36,770	37,558	51,171	51,939
Fort Hays State University	23,090	24,389	49,504	49,293
Governmental Ethics Commission	N/A	N/A	37,785	38,483
Governor, Office of the	N/A	N/A	43,391	46,411
Healing Arts, Board of	27,311	27,840	52,285	53,075
Health and Environment, Department of	37,499	37,967	68,111	72,321
Health Care Stabilization Fund Board of Governors	25,233	25,230	46,249	47,987
Highway Patrol	34,744	34,611	65,155	66,132
Historical Society, State	30,398	30,848	47,315	80,000
Human Resources, Department of	35,197	35,436	50,051	49,456
Human Rights Commission, Kansas	30,527	31,118	57,429	58,291
Hutchinson Correctional Facility	29,297	29,684	47,430	48,142
Indigents' Defense Services, Board of	25,770	26,428	44,767	46,662
Insurance Department	24,789	25,107	46,805	46,608
Investigation, Kansas Bureau of Judicial Council	39,296 N/A	39,176 N/A	76,950 42,208	78,109 42,841
Judiciary	N/A N/A	N/A	37,545	38,441
Juvenile Justice Authority	38,198	39,092	62,851	61,998
Kansas Arts Commission	37,369	38,366	67,308	68,318
Kansas Public Employees Retirement System	32,124	32,246	79,812	82,281
Kansas State University	26,211	26,304	60,397	61,960
Kansas, Inc.	N/A	N/A	50,454	56,898
KU Medical Center	25,007	26,850	50,887	52,003
Lansing Correctional Facility	28,954	29,888	43,137	43,785
Larned Correctional Mental Health Facility	28,391	29,221	N/A	N/A
Larned Juvenile Correctional Facility	27,423	28,760	63,066	64,010
Larned State Hospital	26,288	26,610	98,036	96,986
Legislative Coordinating Council	N/A	N/A	40,478	41,087
Legislative Division of Post Audit	N/A	N/A	51,801	54,744
Legislative Research Department	N/A	N/A	53,099	54,715
Legislature	N/A	N/A	34,962	36,465
Library, State	31,263	31,633	33,989	35,411
Lieutenant Governor, Office of the	N/A	N/A	26,683	29,900

#### **Average Classified and Unclassified Salaries by Agency**

Fiscal Years 2001 and 2002

	Class	sified	Uncla	ssified
Agency Name	FY 2001	FY 2002	FY 2001	FY 2002
	(\$)	(\$)	(\$)	(\$)
Lottery, Kansas	33,308	33,844	39,173	39,786
Mortuary Arts, Board of	29,120	28,964	57,654	58,519
Neurological Institute, Kansas	26,154	26,749	88,190	93,251
Norton Correctional Facility	28,615	29,636	N/A	N/A
Nursing, Board of	30,319	29,936	52,266	53,070
Ombudsman for Corrections	27,061	27,477	38,303	38,877
Optometry Examiners, Board of	N/A	37,669	N/A	N/A
Osawatomie State Hospital	26,995	27,293	97,630	101,882
Parole Board, Kansas	N/A	N/A	96,507	97,982
Parsons State Hospital and Training Center	27,235	27,513	87,072	89,033
Pharmacy, Board of	39,948	36,934	55,825	56,662
Pittsburg State University	26,372	27,099	58,491	61,229
Racing and Gaming Commission, Kansas	31,050	31,479	52,090	53,139
Rainbow Mental Health Facility	29,140	29,896	123,895	109,299
Real Estate Appraisal Board, Kansas	40,955	41,579	53,895	53,895
Real Estate Commission, Kansas	28,109	26,911	53,000	55,000
Regents, Board of	28,038	33,378	68,833	66,777
Revenue, Department of	31,405	31,834	55,304	55,853
Revisor of Statutes	N/A	N/A	51,845	51,914
Secretary of State	N/A	N/A	33,818	35,729
Securities Commissioner, Office of the	41,717	40,780	60,608	59,874
Sentencing Commission, Kansas	N/A	N/A	40,275	39,097
Social & Rehabilitation Services, Department of	31,501	31,907	69,265	71,686
State Conservation Commission	29,973	29,626	48,534	51,201
Tax Appeals, Board of	23,253	24,111	70,558	74,898
Technical Professions, Board of	24,967	25,341	51,862	52,639
Technology Enterprise Corporation, Kansas	N/A	N/A	51,659	51,864
Topeka Correctional Facility	30,636	31,039	N/A	N/A
Topeka Juvenile Correctional Facility	27,653	28,252	65,976	66,920
Transportation, Kansas Department of	31,618	32,038	77,425	78,600
Treasurer, State	29,013	29,371	40,058	40,680
University of Kansas	25,498	26,118	54,837	57,330
Veterans' Affairs, Commission on	22,235	22,127	54,017	53,264
Veterinary Examiners, Board of	N/A	N/A	37,439	38,000
Water Office, Kansas	45,800	46,486	73,663	74,768
Wichita State University	24,580	24,717	53,993	54,956
Wildlife and Parks, Department of	34,144	34,440	54,511	60,343
Winfield Correctional Facility	29,201	29,840	N/A	N/A
STATEWIDE AVERAGE	30,074	30,575	51,857	53,213

**Comments:** The statewide average *classified* salary increased \$2,992 since FY 1998. The statewide average *unclassified* salary increased \$4,412 over the last five fiscal years.

**Source:** SHARP (June 2002); Excludes legislators, temporary, and student employees; board/commission members receiving daily pay only; and regents staff that are paid with non-state funds, such as grants and endowment funds.

# Number, Salary, Age, and Years of Service of Classified Employees by Agency

Fiscal Year 2002

Agency Name	Number of Classified Employees	Average Salary (\$)	Average Age	Average Years of Service
Accountancy, Board of	2	22,121	27	5
Adjutant General	54	32,320	47	12
Administration, Department of	738	34,872	46	14
Aging, Department on	116	36,218	48	14
Agriculture, Department of	264	36,698	47	14
Animal Health Department	28	31,735	47	11
Atchison Juvenile Correctional Facility	109	28,111	44	11
Attorney General	1	37,669	53	17
Banking Department	71	41,795	39	10
Barbering, Board of	1	28,142	64	8
Behavioral Sciences Regulatory Board	5	26,437	49	5
Beloit Juvenile Correctional Facility	90	28,282	44	11
Blind, School for the	29	27,908	49	14
Citizens' Utility Ratepayer Board	1	31,013	56	31
Commerce and Housing, Department of	120	38,383	44	9
Corporation Commission, Kansas	129	35,306	48	14
Corrections, Department of	299	34,746	44	11
Cosmetology, Board of	10	24,665	46	13
Credit Unions, Department of	11	42,041	55	15
Deaf, School for the	49	24,361	48	11
Dental Board, Kansas	1	18,595	26	1
Education, Department of	166	36,863	46	12
El Dorado Correctional Facility	449	28,388	39	6
Ellsworth Correctional Facility	217	29,785	43	8
Emergency Medical Services Board	12	33,781	51	13
Emporia State University	304	26,093	47	12
Fair, Kansas State	19	28,971	45	10
Fire Marshal, State	44	37,558	50	12
Fort Hays State University Governmental Ethics Commission	298 0	24,389 N/A	46 N/A	10 N/A
Governor, Office of the	0	N/A	N/A N/A	N/A
Healing Arts, Board of	23	27,840	45	10
Health and Environment, Department of	912	37,967	45	11
Health Care Stabilization Fund Board of Governors	8	25,230	44	14
Highway Patrol	815	34,611	41	11
Historical Society, State	124	30,848	46	13
Human Resources, Department of	779	35,436	48	15
Human Rights Commission, Kansas	28	31,118	46	12
Hutchinson Correctional Facility	513	29,684	43	9
Indigents' Defense Services, Board of	63	26,428	43	7
Insurance Department	36	25,107	49	13
Investigation, Kansas Bureau of	167	39,176	42	13
Judicial Council	0	N/A	N/A	N/A
Judiciary	0	N/A	N/A	N/A
Juvenile Justice Authority	26	39,092	43	9
Kansas Arts Commission	6	38,366	48	11
Kansas Public Employees Retirement System	69	32,246	48	13
Kansas State University	1,723	26,304	46	12
Kansas, Inc.	0	N/A	N/A	N/A
KU Medical Center	558	26,850	46	12
Lansing Correctional Facility	686	29,888	42	10
Larned Correctional Mental Health Facility	182	29,221	41	8
Larned Juvenile Correctional Facility	115	28,760	42	9
Larned State Hospital	607	26,610	47	13
Legislative Coordinating Council	0	N/A	N/A	N/A
Legislative Division of Post Audit	0	N/A	N/A	N/A
Legislative Research Department	0	N/A	N/A	N/A
Legislature	0	N/A	N/A	N/A
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Library, State Lieutenant Governor, Office of the	24 0	31,633 N/A	49 N/A	13 N/A

#### Number, Salary, Age, and Years of Service of Classified Employees by Agency

Fiscal Year 2002

Agency Name	Number of Classified Employees	Average Salary (\$)	Average Age	Average Years of Service
Lottery, Kansas	38	33,844	46	11
Mortuary Arts, Board of	2	28,964	54	11
Neurological Institute, Kansas	570	26,749	43	13
Norton Correctional Facility	242	29,636	45	10
Nursing, Board of	19	29,936	43	8
Ombudsman for Corrections	1	27,477	63	20
Optometry Examiners, Board of	1	37,669	59	9
Osawatomie State Hospital	409	27,293	45	12
Parole Board, Kansas	0	N/A	N/A	N/A
Parsons State Hospital and Training Center	461	27,513	45	13
Pharmacy, Board of	3	36,934	39	4
Pittsburg State University	302	27,099	47	11
Racing and Gaming Commission, Kansas	39	31,479	41	10
Rainbow Mental Health Facility	115	29,896	46	11
Real Estate Appraisal Board, Kansas	1	41,579	50	20
Real Estate Commission, Kansas	11	26,911	50	7
Regents, Board of	17	33,378	51	17
Revenue, Department of	1,094	31,834	44	13
Revisor of Statutes	. 0	N/A	N/A	N/A
Secretary of State	0	N/A	N/A	N/A
Securities Commissioner, Office of the	16	40,780	47	14
Sentencing Commission, Kansas	0	N/A	N/A	N/A
Social & Rehabilitation Services, Dept. of	3,650	31,907	46	13
State Conservation Commission	, 6	29,626	42	12
Tax Appeals, Board of	17	24,111	43	12
Technical Professions, Board of	3	25,341	54	11
Technology Enterprise Corporation, Kansas	0	N/A	N/A	N/A
Topeka Correctional Facility	212	31,039	44	11
Topeka Juvenile Correctional Facility	203	28,252	42	12
Transportation, Kansas Department of	3,108	32,038	44	13
Treasurer, State	18	29,371	50	16
University of Kansas	1,503	26,118	45	11
Veterans' Affairs, Commission on	313	22,127	43	7
Veterinary Examiners, Board of	0	N/A	N/A	N/A
Water Office, Kansas	20	46,486	48	13
Wichita State University	671	24,717	47	11
Wildlife and Parks, Department of	391	34,440	45	15
Winfield Correctional Facility	197	29,840	45	10
STATEWIDE AVERAGE	24,754	30,575	45	12

**Comments:** The average salary for classified employees increased \$2,992 since FY 1998. The number of classified employees, average age, and average length of service remained similar over the same time period.

Source: SHARP (June 2002); Excludes legislators, unclassified, temporary, and student employees.

# Number, Salary, Age, and Years of Service of Unclassified Employees by Agency

Fiscal Year 2002

Agency Name	Number of Unclassified Employees	Average Salary (\$)	Average Age	Average Years of Service
Accountancy, Board of	1	52,051	50	6
Adjutant General	155	29,611	45	8
Administration, Department of	27	65,297	46	13
Aging, Department on	8	69,917	49	10
Agriculture, Department of	11	54,525	44	4
Animal Health Department	2	63,197	47	8
Atchison Juvenile Correctional Facility	1	68,314	61	13
Attorney General	87	44,077	44	9
Banking Department	7	61,923	41	9
Barbering, Board of	1	37,304	56	15
Behavioral Sciences Regulatory Board	3	38,669	47	5
Beloit Juvenile Correctional Facility	1	75 <b>,</b> 450	64	40
Blind, School for the	59	35,079	46	11
Citizens' Utility Ratepayer Board	1	74,186	53	10
Commerce and Housing, Department of	21	50,167	41	4
Corporation Commission, Kansas	66	54,302	46	10
Corrections, Department of	12	72,016	50	17
Cosmetology, Board of	1	43,735	51	19
Credit Unions, Department of	1	62,216	45	5
Deaf, School for the	110	34,224	46	14
Dental Board, Kansas	1	51,514	47	3
Education, Department of	24	77,142	50	14
El Dorado Correctional Facility	2	64,059	48	16
Ellsworth Correctional Facility	1	50,557	47	10
Emergency Medical Services Board	1	61,247	58	3
Emporia State University	421	51,769	47	10
Fair, Kansas State	1	81,034	49	5
Fire Marshal, State	2	51,939	61	9
Fort Hays State University	362	49,293	47	11
Governmental Ethics Commission	9	38,483	44	18
Governor, Office of the	19	46,411	43	8
Healing Arts, Board of	6	53,075	43	12
Health and Environment, Department of	14	72,321	53	11
Health Care Stabilization Fund Board of Governors	8	47,987	51	12
Highway Patrol	5	66,132	48	17
Historical Society, State	1	80,000	45	0
Human Resources, Department of	43	49,456	45	6
Human Rights Commission, Kansas	4	58,291	53	17
Hutchinson Correctional Facility	1	48,142	49	7
Indigents' Defense Services, Board of	95	46,662	39	6
Insurance Department	97	46,608	47	12
Investigation, Kansas Bureau of	7	78,109	53	19
Judicial Council	5	42,841	37	13
Judiciary	1,783	38,441	46	11
Juvenile Justice Authority	10	61,998	49	13
Kansas Arts Commission	1	68,318	57	3
Kansas Public Employees Retirement System	13	82,281	49	13
Kansas State University	2,225	61,960	47	13
Kansas, Inc.	3	56,898	51	9
KU Medical Center	2,107	52,003	43	8
Lansing Correctional Facility	1	43,785	51	11
Larned Correctional Mental Health Facility	0	N/A	N/A	N/A
Larned Juvenile Correctional Facility	1	64,010	53	28
Larned State Hospital	20	96,986	55	10
Legislative Coordinating Council	11	41,087	50	12
Legislative Division of Post Audit	20	54,744	42	12
Legislative Research Department	35	54,715	47	16
Legislature	34	36,465	42	6
Library, State	4	35,411	49	9
Lieutenant Governor, Office of the	1	29,900	50	3

#### Number, Salary, Age, and Years of Service of Unclassified Employees by Agency

Fiscal Year 2002

Agency Name	Number of Unclassified Employees	Average Salary (\$)	Average Age	Average Years of Service
Lottery, Kansas	36	39,786	47	10
Mortuary Arts, Board of	1	58,519	48	22
Neurological Institute, Kansas	6	93,251	51	10
Norton Correctional Facility	0	N/A	N/A	N/A
Nursing, Board of	2	53,070	49	10
Ombudsman for Corrections	3	38,877	47	9
Optometry Examiners, Board of	0	N/A	N/A	N/A
Osawatomie State Hospital	15	101,882	53	14
Parole Board, Kansas	4	97,982	56	10
Parsons State Hospital and Training Center	7	89,033	58	19
Pharmacy, Board of	1	56,662	48	2
Pittsburg State University	411	61,229	48	12
Racing and Gaming Commission, Kansas	17	53,139	49	10
Rainbow Mental Health Facility	5	109,299	49	16
Real Estate Appraisal Board, Kansas	1	53,895	43	12
Real Estate Commission, Kansas	1	55,000	41	1
Regents, Board of	22	66,777	44	10
Revenue, Department of	32	55,853	43	7
Revisor of Statutes	26	51,914	49	18
Secretary of State	46	35,729	40	8
Securities Commissioner, Office of the	9	59,874	40	8
Sentencing Commission, Kansas	10	39,097	50	4
Social & Rehabilitation Service,s Dept. of	38	71,686	51	19
State Conservation Commission	6	51,201	49	9
Tax Appeals, Board of	10	74,898	48	7
Technical Professions, Board of	2	52,639	54	16
Technology Enterprise Corporation, Kansas	31	51,864	45	6
Topeka Correctional Facility	0	N/A	N/A	N/A
Topeka Juvenile Correctional Facility	1	66,920	62	2
Transportation, Kansas Department of	11	78,600	57	23
Treasurer, State	30	40,680	43	9
University of Kansas	2,894	57,330	46	11
Veterans' Affairs, Commission on	, 6	53,264	54	9
Veterinary Examiners, Board of	3	38,000	50	10
Water Office, Kansas	1	, 74,768	55	17
Wichita State University	917	54,956	48	13
Wildlife and Parks, Department of	5	60,343	42	14
Winfield Correctional Facility	0	N/A	N/A	N/A
STATEWIDE AVERAGE	12,583	53,213	46	11

**Comments:** The average salary for unclassified employees increased \$4,412 since FY 1998. The number of unclassified employees, average age, and average length of service remained similar over the same time period.

**Source:** SHARP (June 2002); Excludes legislators, classified, temporary, and student employees.

#### **Classified Employees by County of Work**

Fiscal Year 2002

County	Number of Employees	Avg. Age	Avg. Years of Service	Avg. Salary (\$)	County	Number of Employees	Avg. Age	Avg. Years of Service	Avg. Salary (\$)
Allen	67	45	12	30,606	Linn	22	39	10	28,676
Anderson	43	45	11	30,978	Logan	34	43	13	29,639
Atchison	158	44	12	28,841	Lyon	430	47	12	27,963
Barber	12	45	10	26,298	Marion	50	41	12	29,724
Barton	109	44	11	31,720	Marshall	24	45	18	29,934
Bourbon	45	52	16	30,411	McPherson	46	46	13	30,802
Brown	70	47	17	30,936	Meade	18	46	15	29,828
Butler	571	40	7	29,066	Miami	481	45	12	27,659
Chase	13	47	17	30,171	Mitchell	112	45	12	28,730
Chautauqua	16	43	11	29,624	Montgomery	136	48	13	30,555
Cherokee	50	47	14	29,667	Morris	24	47	12	26,636
Cheyenne	10	46	13	28,369	Morton	10	38	8	26,645
Clark	11	44	13	28,063	Nemaha	34	44	12	29,008
Clay	37	44	12	32,015	Neosho	205	48	14	34,369
Cloud	39	43	12	30,142	Ness	11	49	15	28,227
Coffey	22	43	12	30,144	Norton	303	45	11	30,285
Comanche	9	44	11	28,316	Osage	52	44	13	30,571
Cowley	386	44	10	26,759	Osborne	14	44	14	28,814
Crawford	476	47	12	29,056	Ottawa	15	47	13	29,420
Decatur	13	47	15	30,141	Pawnee	959	45	12	27,367
Dickinson	38	43	13	30,920	Phillips	46	46	13	30,694
Doniphan	18	46	18	29,509	Pottawatomie	59	44	14	30,256
Douglas	1,685	45	11	26,923	Pratt	136	46	14	32,561
Edwards	12	42	6	26,388	Rawlins	29	45	11	28,541
Elk	4	43	8	29,073	Reno	817	44	10	30,366
Ellis	517	46	12	28,247	Republic	45	47	14	29,575
Ellsworth	254	43	9	29,936	Rice	15	49	15	29,607
Finney	208	46	12	32,065	Riley	1,669	46	12	29,886
Ford	270	45	10	27,689	Rooks	59	46	11	30,281
Franklin	54	47	13	29,872	Rush	14	49	14	31,748
Geary	82	41	10	28,805	Russell	30	44	15	31,027
Gove	12	49	14	26,043	Saline	435	45	11	31,746
Graham	19	45	11	29,249	Scott	17	46	14	30,763
Grant	35	44	7	27,618	Sedgwick	1,827	46	11	28,793
Gray	15	47	10	28,837	Seward	60	43	10	29,632
Greeley	12	44	8	25,922	Shawnee	7,492	45	13	34,605
Greenwood	21	47	15	29,604	Sheridan	11	50	20	30,317
Hamilton	31	39	9	28,363	Sherman	39	44	11	28,446
Harper	17	46	11	26,438	Smith	14	42	13	27,967
Harvey	61	45	10	28,544	Stafford	15	50	13	33,804
Haskell	11	46	5	26,552	Stanton	0	0	0	0
Hodgeman	7	48	10	25,664	Stevens	12	41	7	26,778
Jackson	27	45	13	28,545	Sumner	53	47	13	29,695
Jefferson	36	46	13	30,729	Thomas	56	45	12	30,273
Jewell	25	46	14	29,406	Trego	22	43	13	30,688
Johnson	513	44	12	31,372	Wabaunsee	31	44	13	29,068
Kearny	13	42	9	28,005	Wallace	10	48	8	26,058
Kingman	22	43	11	30,519	Washington	20	47	13	28,040
Kiowa	15	44	14	31,974	Wichita	2	56	8	21,299
Labette	546	45	13	27,875	Wilson	18	44	8	29,722
Lane	10	43	10	25,224	Woodson	38	47	12	29,772
Leavenworth	777	43	10	30,217	Wyandotte	1,147	46	13	29,179
Lincoln	12	48	14	28,655	,	,			, -

**Comments:** The average classified state employee was 45 years of age with 12 years of service and earns \$30,575 annually.

As the home of the capital and State Office Building Complex, Shawnee county had the most employees and the highest average salary.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

#### **Unclassified Employees by County of Work**

Fiscal Year 2002

County	Number of Employees	Avg. Age	Avg. Years of Service	Avg. Salary (\$)	County	Number of Employees	Avg. Age	Avg. Years of Service	Avg. Salary (\$)
Allen	11	38	7	32,165	Linn	6	50	10	39,872
Anderson	6	40	11	43,260	Logan	5	47	6	29,317
Atchison	17	45	15	41,812	Lyon	455	47	10	50,644
Barber	6	33	4	32,310	Marion	8	42	8	40,219
Barton	32	45	11	36,862	Marshall	8	40	13	32,788
Bourbon	12	49	13	39,998	McPherson	16	44	13	37,380
Brown	16	48	13	40,868	Meade	5	44	9	33,889
Butler	35	49	12	39,073	Miami	31	50	15	68,717
Chase	4	52	26	37,380	Mitchell	5	49	14	42,265
Chautauqua	4	54	14	33,840	Montgomery	27	47	12	39,826
Cherokee	16	45	11	39,597	Morris	9	50	13	33,180
Cheyenne	5	46	12	31,273	Morton	5	34	5	34,313
Clark	4	47	10	33,962	Nemaha	8	51	16	35,121
Clay	7	47	15	33,915	Neosho	27	45	14	47,306
Cloud	13	47	10	38,067	Ness	8	41	12	34,217
Coffey	8	46	17	39,722	Norton	10	47	15	42,562
Comanche	4	53	7	36,808	Osage	8	44	11	31,819
Cowley	26	45	9	41,052	Osborne	5	45	11	35,035
Crawford	438	48	12	59,967	Ottawa	5	53	17	26,538
Decatur	4	47	10	35,483	Pawnee	34	51	11	72,800
Dickinson	13	44	9	37,925	Phillips	5	49	7	35,785
Doniphan	4	51	13	30,025	Pottawatomie	13	46	10	32,697
Doniphan	2,791	46	11	57,712	Pratt	11	52	16	37,505
Edwards	2,791 7	47	9		Rawlins	5	61	11	
	5			46,687					35,650
Elk		54	12	31,415	Reno	70	45	12	46,303
Ellis	399	47	12	49,236	Republic	6	43	6	40,294
Ellsworth	7	43	10	34,227	Rice	8	47	8	42,072
Finney	62	46	9	45,648	Riley	1,856	48	12	64,599
Ford	34	43	9	39,396	Rooks	5	32	8	32,234
Franklin	23	43	12	38,877	Rush	4	51	13	36,271
Geary	77	44	8	35,312	Russell	9	49	14	31,659
Gove	4	50	16	36,556	Saline	128	45	10	48,635
Graham	5	47	5	32,318	Scott	5	52	13	26,213
Grant	7	44	11	26,930	Sedgwick	1,372	47	12	52,164
Gray	5	47	19	36,478	Seward	21	45	8	39,818
Greeley	6	43	11	42,272	Shawnee	1,328	45	11	49,988
Greenwood	12	49	15	40,127	Sheridan	5	44	14	34,377
Hamilton	5	43	11	37,249	Sherman	8	49	16	39,392
Harper	8	45	10	39,386	Smith	5	47	13	36,783
Harvey	20	47	14	36,922	Stafford	8	45	9	35,322
Haskell	5	46	8	29,263	Stanton	5	50	12	30,686
Hodgeman	4	54	8	28,704	Stevens	9	50	11	37,704
Jackson	16	49	16	47,791	Sumner	18	46	12	38,768
Jefferson	12	43	10	30,219	Thomas	25	47	11	49,950
Jewell	5	50	5	34,166	Trego	4	33	4	33,591
Johnson	346	47	10	38,900	Wabaunsee	7	37	11	33,525
Kearny	6	45	11	31,376	Wallace	4	49	10	34,376
Kingman	10	38	7	32,751	Washington	5	53	13	36,138
	5	44	7		Wichita	4	44	9	
Kiowa				33,993					33,761
Labette	73	47	12	48,202	Wilson	11	51	12	38,870
Lane	4	43	12	35,456	Woodson	5	48	13	32,358
Leavenworth	41	44	11	38,953	Wyandotte	2,233	43	8	49,878

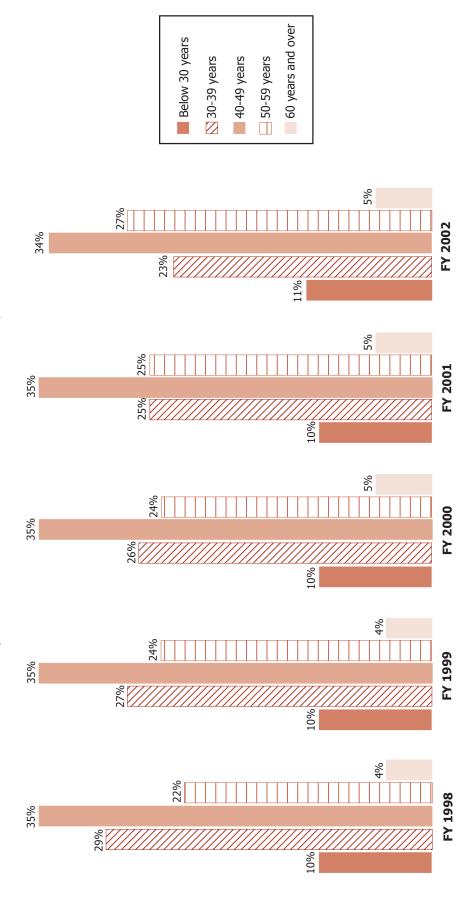
**Comments:** The average unclassified state employee was 46 years of age with 11 years of service and earns \$53,213 annually.

While Douglas county had the most employees, Pawnee county had the highest average salary.

**Source:** SHARP (June 2002); Excludes classified, temporary, and student employees.

# Classified Employees by Age Group

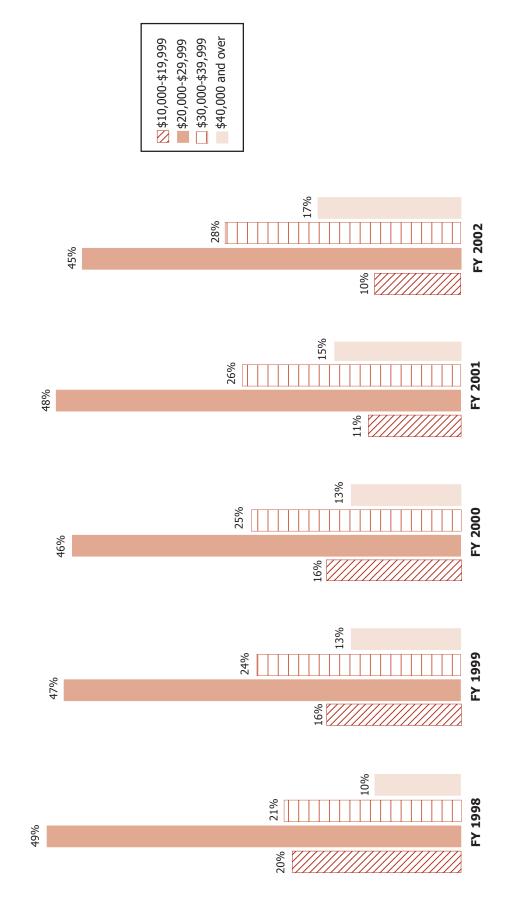
Age distribution has remained constant over the last five years.



Comments: The 50-59 age group is the only area with a significant increase in the number of classified employees since FY 1998. The number of classified employees in the 30-39 age group has seen a noticeable decrease over the same timeframe. This trend is expected to continue over the next several years increasing the focus on future workforce planning initiatives to ensure a productive state workforce.

Source: SHARP (June 2002); Excludes undassified, temporary, and student employees.

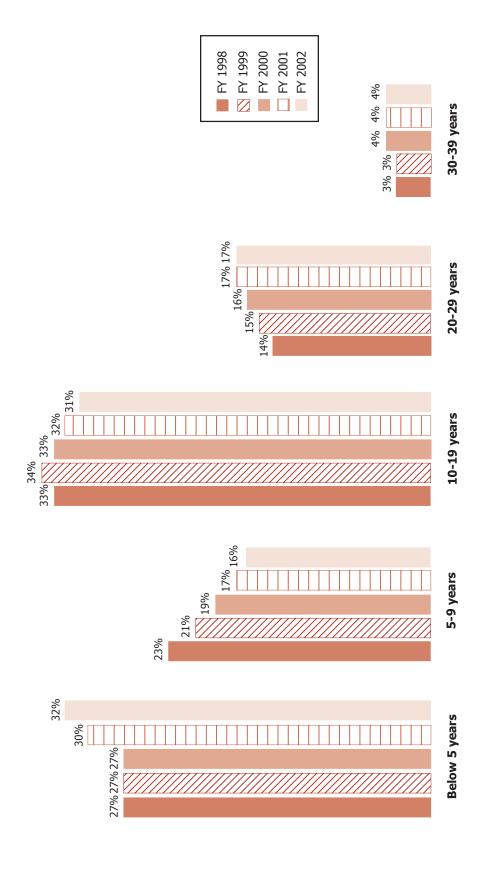




The number of classified employees in the \$30,000 - \$39,999 and over \$40,000 salary categories have experienced increases of 7% since 1998. Factors influencing changes include general increases, promotions, suspension of step movement, and the Comments: The number of classified employees falling within the \$10,000 - \$19,999 and \$20,000 - \$29,999 salary categories have decreased by elimination of steps 1, 2, and 3 from all pay grades on the State of Kansas Civil Service pay plan. The under \$10,000 category was intentionally excluded from this chart due to the low number of employees (less than 1%). 10% and 4% respectively since 1998.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

# Classified Employees by Years of Service



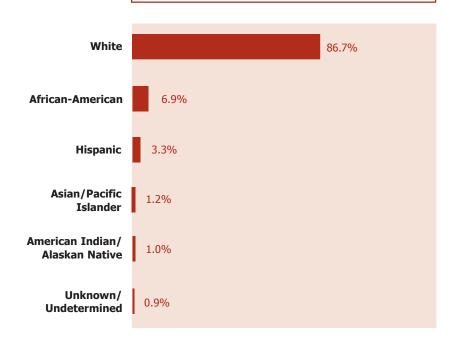
that statewide vacancies due to retirement will continue to increase over the next several years. Information provided in Section Two - Workforce Trends Comments: The number of employees in the higher years of service ranges has increased steadily over the past five years. These numbers indicate illustrates turnover and retirement data by job class and by agency. The 40 years of service and over category was intentionally excluded due to the low number of employees (less than 1%).

Source: SHARP (June 2002); Excludes undassified, temporary, and student employees.

# The Ethnic Distribution Comparison of the Classified Employee Workforce and the Kansas Employed Labor Force



**Kansas Employed Labor Force** 



**Comments:** The percentages in the Kansas Employed Labor Force chart include data from state and non-state government workforces combined. The workforce consists of 11% unclassified determinable minorities, compared to 12% classified determinable minorities.

# White 92.1% African-American 4.2% Hispanic 3.1% Asian/Pacific Islander 1.1% American Indian/ Alaskan Native 0.8%

Unknown/ Undetermined **Source:** SHARP (June 2002); Kansas Department of Human Resources Census STFA3 reports (July 2001). Kansas Department of Human Resources, Affirmative Action Report. These percentages do not equal 100%. The figures for the *Kansas Employed Labor Force* chart are based on 1990 census estimates, but they have been adjusted to 2000 annual average labor force estimates developed by the Kansas Department of Human Resources.

# Classified Employees by Recruitment Category by Ethnicity, Gender, Average Age, Years of Service, and Salary

Fiscal Year 2002

		Caucasian		African American		Hispanic		Other	
		Male	Female	Male	Female	Male	Female	Male	Female
	Age	49	45	46	43	44	46	46	44
	Years of Service	14	13	10	13	12	16	6	6
Administrative and Managerial	Annual Salary (\$)	43,040	37,688	40,015	36,440	41,343	35,765	39,412	34,454
Professionals <sup>A</sup>	# of Employees	1,119	2,073	55	132	43	70	25	53
	% of Employees	31	58	2	4	1	2	1	1
	Age	48	46	43	43	40	40	51	41
	Years of Service	12	13	11	10	11	10	8	7
Administrative Support Associates <sup>B</sup>	Annual Salary (\$)	27,488	27,020	26,486	22,298	28,097	24,134	24,329	22,459
	# of Employees	444	4,010	41	287	25	146	13	119
	% of Employees	9	78	1	6	1	3	0	2
	Age	47	46	41	43	44	41	45	44
Health, Museum,	Years of Service	13	12	10	13	10	9	9	8
and Social Sciences	Annual Salary (\$)	32,867	31,634	29,173	30,609	29,776	28,018	28,462	31,388
Professionals and Associates <sup>C</sup>	# of Employees	926	2,688	150	382	45	105	28	101
	% of Employees	21	61	3	9	1	2	1	2
	Age	43	44	41	42	40	37	41	44
Information	Years of Service	11	17	8	16	12	14	9	12
Technology Professionals and	Annual Salary (\$)	42,024	40,108	40,906	36,685	39,018	37,614	39,340	39,657
Associates D	# of Employees	593	341	19	16	32	10	28	20
	% of Employees	56	32	2	2	3	1	3	2

**Comments:** Recruitment categories may include para-professionals, technicians, and administrative support positions.

# Classified Employees by Recruitment Category by Ethnicity, Gender, Average Age, Years of Service, and Salary

Fiscal Year 2002

		Caucasian		African American		Hispanic		nic Other	
		Male	Female	Male	Female	Male	Female	Male	Female
	Age	46	41	47	36	42	38	45	34
Natural Science	Years of Service	15	10	15	7	12	8	11	4
and Engineering Professionals and	Annual Salary (\$)	36,142	31,769	29,082	32,031	30,392	32,063	35,073	31,430
Associates E	# of Employees	1,738	404	44	10	28	12	49	16
	% of Employees	76	18	2	0	1	1	2	1
	Age	42	41	41	40	40	35	38	40
Protective	Years of Service	10	9	10	8	10	8	5	8
Service Professionals and	Annual Salary (\$)	32,189	29,679	29,640	27,136	29,442	27,162	27,902	27,212
Associates F	# of Employees	2,580	681	204	84	92	20	81	27
	% of Employees	68	18	5	2	2	1	2	1
	Age	45	45	44	45	41	36	42	46
Trade, Arts, and	Years of Service	11	11	9	14	9	7	6	6
Crafts Professionals and Associates	Annual Salary (\$)	26,132	24,949	23,993	21,457	24,076	20,674	23,909	21,036
	# of Employees	3,144	719	197	81	144	37	121	98
	% of Employees	69	16	4	2	3	1	3	2

- **A:** Accountants, Auditors, Financial Examiners, Public Relations, Marketing, Economic Development Professionals, General Business Administrators and Managers, Real Estate and Property Appraisers, Human Resource Professionals and Trainers, Analysts, Consultants, Planners, Legal Professionals and Technicians
- **B:** Administrative Specialists and Office Support Workers
- **C:** Regulatory and Compliance Inspectors, Psychologists, Social Workers, Rehabilitation Counselors, Human Service Professionals and Technicians, Archival, Historical, Museum and Library Professionals and Technicians, Non-Licensed Medical and Health Technicians, Licensed Medical and Health Professionals and Technicians
- **D:** Information Resource Management Professionals and Technicians, Data Processing Professionals and Technicians, Telecommunications Professionals and Technicians
- **E:** Architect and Engineer Professionals and Associates, Animal Medical and Health Professionals and Technicians, Conservation, Horticultural and Wildlife/Forestry Professionals and Technicians, Grain Service Inspectors, Operators and Examiners
- F: Protective Service Professionals and Technicians
- **G:** Graphic and Performing Artists, Printing Workers, Building and Electronic Trades Workers, Vehicle, Equipment and Aircraft Mechanics and Operators, Dietetic, Nutrition and Food Services Professionals and Technicians, Miscellaneous Services

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

# **Ethnic Distribution of Classified Employees by Agency**

Fiscal Year 2002

	Non-N	1inority	Min	ority	Total	
Agency Name	Male (%)	Female (%)	Male (%)	Female (%)	Classified Employees	
Accountancy, Board of	0.00	100.00	0.00	0.00	2	
Adjutant General	29.63	53.70	9.26	7.41	54	
Administration, Department of	46.75	38.89	7.18	7.18	738	
Aging, Department on Agriculture, Department of	22.41 62.12	65.52 34.09	3.45 0.38	8.62 3.41	116 264	
Animal Health Department	39.29	57.14	0.00	3.57	28	
Atchison Juvenile Correctional Facility	35.78	28.44	18.35	17.43	109	
Attorney General	0.00	100.00	0.00	0.00	1	
Banking Department	60.56	36.62	1.41	1.41	71	
Barbering, Board of	100.00	0.00	0.00	0.00	1	
Behavioral Sciences Regulatory Board	20.00	60.00	0.00	20.00	5	
Beloit Juvenile Correctional Facility	28.89	63.33	3.33	4.45	90	
Blind, School for the	20.69	37.93	20.69	20.69	29	
Citizens' Utility Ratepayer Board	0.00	100.00	0.00	0.00	1	
Commerce and Housing, Department of	30.83	52.50	6.67	10.00	120	
Corporation Commission, Kansas	50.39	41.08	3.10	5.43	129	
Corrections, Department of	45.49	42.81	6.35	5.35	299	
Cosmetology, Board of Credit Unions, Department of	0.00 72.73	90.00 27.27	0.00	10.00 0.00	10 11	
Deaf, School for the	72.73 34.70	55.10	4.08	6.12	49	
Dental Board, Kansas	0.00	0.00	0.00	100.00	1	
Education, Department of	16.87	76.51	0.60	6.02	166	
El Dorado Correctional Facility	73.50	20.94	4.68	0.89	449	
Ellsworth Correctional Facility	68.66	25.81	4.61	0.92	217	
Emergency Medical Services Board	41.67	58.33	0.00	0.00	12	
Emporia State University	35.86	57.24	2.96	3.95	304	
Fair, Kansas State	68.42	31.58	0.00	0.00	19	
Fire Marshal, State	63.64	31.82	4.54	0.00	44	
Fort Hays State University	41.61	56.71	1.34	0.34	298	
Governmental Ethics Commission	N/A	N/A	N/A	N/A	N/A	
Governor, Office of the	N/A	N/A	N/A	N/A	N/A	
Healing Arts, Board of	30.43	65.22	0.00	4.35	23	
Health and Environment, Department of Health Care Fund Stabilization Board of Governors	38.82 0.00	51.97 100.00	3.29 0.00	5.92 0.00	912 8	
Highway Patrol	70.18	22.46	5.40	1.96	815	
Historical Society, State	43.55	48.39	5.64	2.42	124	
Human Resources, Department of	30.55	50.83	6.68	11.94	779	
Human Rights Commission, Kansas	14.28	53.57	14.29	17.86	28	
Hutchinson Correctional Facility	74.85	17.94	6.43	0.78	513	
Indigents' Defense Services, Board of	12.70	68.25	6.35	12.70	63	
Insurance Department	2.78	80.56	0.00	16.67	36	
Investigation, Kansas Bureau of	49.70	44.32	2.99	2.99	167	
Judicial Council	N/A	N/A	N/A	N/A	N/A	
Judiciary	N/A	N/A	N/A	N/A	N/A	
Juvenile Justice Authority	42.31 50.00	34.62	15.38	7.69	26	
Kansas Arts Commission Kansas Public Employees Retirement System	17.39	33.33 68.12	16.67 1.45	0.00 13.04	6 69	
Kansas State University	31.80	55.72	4.76	7.72	1,723	
Kansas, Inc.	N/A	N/A	N/A	N/A	N/A	
KU Medical Center	33.69	33.69	16.67	15.95	558	
Lansing Correctional Facility	60.06	22.45	12.24	5.25	686	
Larned Correctional Mental Health Facility	68.13	24.73	5.49	1.65	182	
Larned Juvenile Correctional Facility	53.91	38.26	7.83	0.00	115	
Larned State Hospital	34.43	56.01	3.30	6.26	607	
Legislative Coordinating Council	N/A	N/A	N/A	N/A	N/A	
Legislative Division of Post Audit	N/A	N/A	N/A	N/A	N/A	
Legislative Research Department	N/A	N/A	N/A	N/A	N/A	
Legislature	N/A	N/A	N/A	N/A	N/A	
Lightenant Governor, Office of the	29.17	70.83	0.00	0.00	24 N/A	
Lieutenant Governor, Office of the	N/A	N/A	N/A	N/A	N/A	

#### **Ethnic Distribution of Classified Employees by Agency**

Fiscal Year 2002

	Non-Minority		Minority		Total	
Agency Name	Male	Female	Male	Female	Classified	
	(%)	(%)	(%)	(%)	Employees	
Lottery, Kansas	50.00	47.73	0.00	2.63	38	
Mortuary Arts, Board of	50.00	50.00	0.00	0.00	2	
Neurological Institute, Kansas	18.77	33.16	18.25	29.82	570	
Norton Correctional Facility	69.84	28.51	1.65	0.00	242	
Nursing, Board of	5.26	73.68	5.26	15.80	19	
Ombudsman for Corrections	0.00	100.00	0.00	0.00	1	
Optometry Examiners, Board of	0.00	100.00	0.00	0.00	1	
Osawatomie State Hospital	27.63	65.28	1.71	5.38	409	
Parole Board, Kansas	N/A	N/A	N/A	N/A	N/A	
Parsons State Hospital and Training Center	31.45	51.41	8.24	8.90	461	
Pharmacy, Board of	33.33	66.67	0.00	0.00	3	
Pittsburg State University	41.72	55.63	0.99	1.66	302	
Racing and Gaming Commission, Kansas	46.15	41.03	2.56	10.26	39	
Rainbow Mental Health Facility	13.04	26.96	20.87	39.13	115	
Real Estate Appraisal Board, Kansas	0.00	100.00	0.00	0.00	1	
Real Estate Commission, Kansas	36.36	63.64	0.00	0.00	11	
Regents, Board of	23.53	70.59	0.00	5.88	17	
Revenue, Department of	28.06	59.05	4.02	8.87	1,094	
Revisor of Statutes	N/A	N/A	N/A	N/A	N/A	
Secretary of State	N/A	N/A	N/A	N/A	N/A	
Securities Commissioner, Office of the	43.75	56.25	0.00	0.00	16	
Sentencing Commission, Kansas	N/A	N/A	N/A	N/A	N/A	
Social and Rehabilitation Services, Department of	19.32	65.37	2.68	12.63	3,650	
State Conservation Commission	16.67	50.00	0.00	33.33	6	
Tax Appeals, Board of	11.77	82.35	0.00	5.88	17	
Technical Professions, Board of	0.00	100.00	0.00	0.00	3	
Technology Enterprise Corporation, Kansas	N/A	N/A	N/A	N/A	N/A	
Topeka Correctional Facility	51.89	28.30	13.21	6.60	212	
Topeka Juvenile Correctional Facility	39.90	18.72	29.56	11.82	203	
Transportation, Kansas Department of	77.19	15.60	6.18	1.03	3,108	
Treasurer, State	16.67	83.33	0.00	0.00	18	
University of Kansas	34.06	54.56	5.99	5.39	1,503	
Veterans' Affairs, Commission on	23.00	61.02	3.84	12.14	313	
Veterinary Examiners, Board of	N/A	N/A	N/A	N/A	N/A	
Water Office, Kansas	45.00	50.00	5.00	0.00	20	
Wichita State University	28.61	48.44	10.13	12.82	671	
Wildlife and Parks, Department of	76.21	18.41	3.33	2.05	391	
Winfield Correctional Facility	59.39	26.40	10.15	4.06	197	
STATEWIDE AVERAGE	42.60	44.11	5.91	7.38	24,754	

**Comments:** Minority is defined as Amerian Indian/Alaskan Native, Asian/Pacific Islander, African-American, and Hispanic. Non-minority is defined as Caucasian.

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "N/A" indicates agency does not have classified employees.

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# Workforce Trends

This report illustrates fundamental trends within the State of Kansas in five major focus areas:

#### Recruitment

- ■Nearly 14 applications were received per vacancy during FY 2002. This is an increase from the 9.3 applications received per vacancy in FY 2001.
- ■In FY 2002, almost 21,000 applicant registration forms were received online, up from 12,517 during FY 2001.

#### **Turnover**

- ■The statewide turnover rate (due to leaving state service) is down to 12.50% for FY 2002. This is nearly a one percent decrease from the statewide turnover rate for FY 2001 (13.47%).
- ■Nearly thirty percent of terminations occur in the first year of service despite the removal of the first three steps of the pay matrix.

#### Retirement

- ■The average male employee retires at 61 years of age, while the average female retires at 62 years of age. This trend is unchanged from FY 2001.
- ■More than half of state agencies will have over one-third of their current workforce retirement eligible within the next five years.

#### **Leave Usage**

- ■An average of 116 hours (14.50 days) of vacation leave was used per classified employee during FY 2002, which is a slight decrease compared to FY 2001.
- ■An average of 70 hours (8.75 days) of sick leave was used per classified employee during FY 2002, a decrease from FY 2001.

#### Compensation

- ■While the number of Information Technology (IT) employees has increased over three percent from FY 2001, the number of employees who received an IT bonus decreased nearly nine percent from FY 2001.
- ■The number of employees who received a Kansas Savings Incentive Program (KSIP) bonus more than doubled from FY 2001.

### Section Two

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#### **Recruitment Analysis**

#### Criteria used for the recruitment section of the report:

- \* All data includes classified, regular, full-time employees.
- \* The data for this section was generated by SHARP and a Recruitment Tracking database as of June 24, 2002.
- \* The number of applicants represents the average number of applicants per requisition.

#### **State of Kansas Recruitment Averages**

#### **General Recruitment Information**

Information is similar to FY 2001 unless noted.

- \* 3,771 requisitions were open between June 10, 2001 and June 8, 2002.
  - ~ 3,751 were classified positions.
  - 20 were unclassified positions.
     (Unclassified positions are not required to be posted on the Notice of Vacancies.)
- \* 13.79 was the average number of applications received per vacancy; this was an increase in comparison to FY 2001 (9.32).
- \* 18,459 people submitted 51,992 applications; the number of applications increased by 16,000 from FY 2001 to FY 2002 while the number of people submitting applications remained constant.
- \* 2.82 was the average number of times a person applied.
- \* 303 people were hired above the minimum hiring rate, a decrease from FY 2001 (450).

#### **Applicant Residence**

- \* 96.7% of applications submitted were from Kansas residents.
- \* 3.3% of applications submitted were from non-Kansas residents.

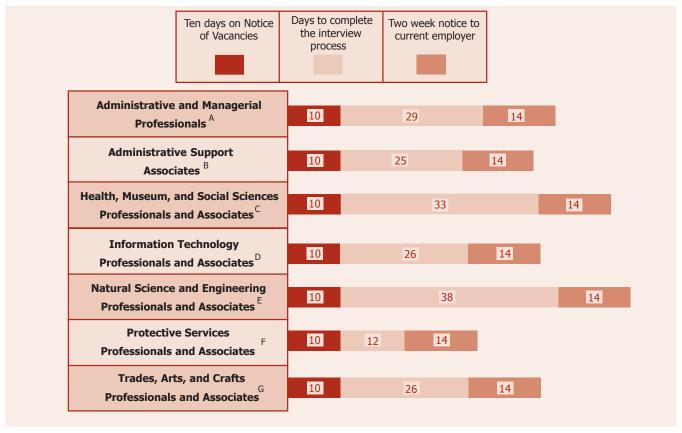
#### **Applicant Status**

- \* 44% of applicants were from outside state employment.
- \* 56% of applicants were currently employed in state service or have been employed by the State of Kansas in the past.

#### **Applicant Registration Forms**

- \* 35,597 applicant registration forms were received:
  - ~ 11,660 were paper.
  - ∼ 20,937 were online.

#### Average Number of Calendar Days to Fill a Vacancy by Recruitment Category



#### **RECRUITMENT CATEGORIES**

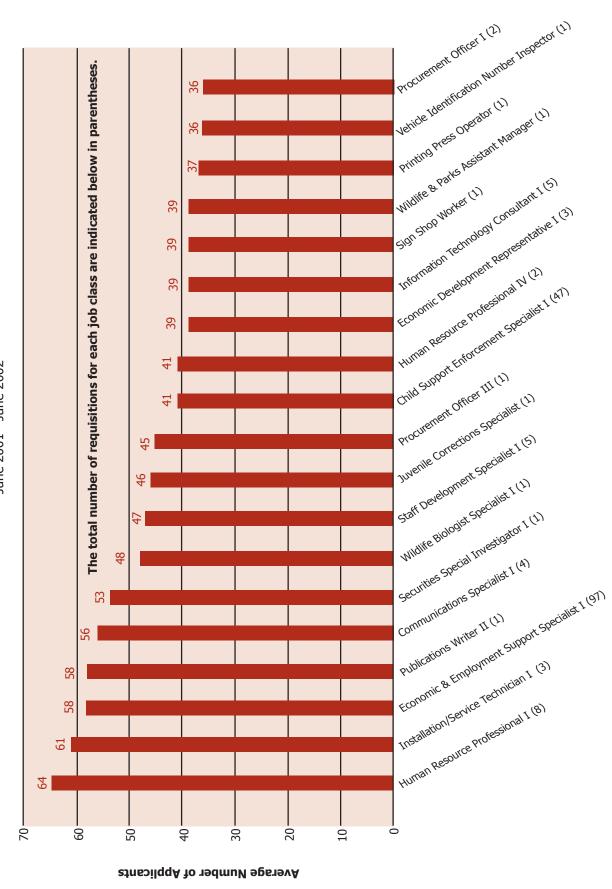
- **A:** Accountants, Auditors, Financial Examiners, Public Relations, Marketing, Economic Development Professionals, General Business Administrators and Managers, Real Estate and Property Appraisers, Human Resource Professionals and Trainers, Analysts, Consultants, Planners, Legal Professionals and Technicians
- **B:** Administrative Specialists and Office Support Workers
- **C:** Regulatory and Compliance Inspectors, Psychologists, Social Workers, Rehabilitation Counselors, Human Service Professionals and Technicians, Archival, Historical, Museum and Library Professionals and Technicians, Non-Licensed Medical and Health Technicians, Licensed Medical and Health Professionals and Technicians
- **D:** Information Resource Management and Professionals and Technicians, Data Processing Professionals and Technicians, Telecommunications Professionals and Technicians
- **E:** Architect and Engineer Professionals and Associates, Animal Medical and Health Professionals and Technicians, Conservation, Horticultural and Wildlife/Forestry Professionals and Technicians, Grain Service Inspectors, Operators and Examiners
- F: Protective Service Professionals and Technicians
- **G:** Graphic and Performing Artists, Printing Workers, Building and Electronic Trades Workers, Vehicle, Equipment and Aircraft Mechanics and Operators, Dietetic, Nutrition and Food Services Professionals and Technicians, Miscellaneous Services

**Comments:** The average number of days it takes to fill a vacancy in the State of Kansas is 51.1. This does not include when agencies elect to hold positions open.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

Job Classes with the Highest Average Number of Applicants

June 2001 - June 2002



Source: SHARP (June 2002); Excludes unclassified, temporary, and student requisitions.

# **Appointment of Classified Employees by Agency**

Fiscal Year 2002

Accountancy, Board of 1 1 0 0 0 1 1 Administration, Department of 46 13 100 8 20 1 Administration, Department of 46 13 100 8 20 1 2 Agriculture, Department of 4 5 17 1 1 2 2 Agriculture, Department of 2 9 9 9 0 0 2 Archison Juvenile Correctional Facility 12 6 7 0 1 1 Atchison Juvenile Correctional Facility 12 6 7 0 1 1 Atchison Juvenile Correctional Facility 12 6 7 0 1 1 Atchison Juvenile Correctional Facility 12 6 7 0 0 1 2 Archison Juvenile Correctional Facility 12 6 7 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Agency Name	Hires	Rehires	Promotions	Demotions	Transfers
Adjulant General Adjunistration, Department of 46 13 100 8 20 Agling, Department on 4 5 17 1 2 Agling, Department of 2 9 9 9 9 0 0 2 Animal Health Department 6 2 0 0 3 0 0 Atchison Juvenile Correctional Facility 12 6 7 0 0 1 Attorney General 0 0 0 0 0 0 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 6 3 63 63 0 0 Banking Department 6 0 0 0 0 0 0 0 0 Baloit Juvenile Correctional Facility 8 1 4 1 1 1 Billind, School for the 0 0 1 3 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 0 Clitzens' Utility Ratepayer Board 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Accountancy, Board of	1	0	0	0	1
Administration, Department of 46 13 100 8 20 Agriculture, Department of 4 5 17 1 1 2 Agriculture, Department of 2 9 9 9 9 0 2 2 Animal Health Department of 2 0 9 9 9 0 0 2 2 Animal Health Department 2 0 0 3 0 0 1 Atchison Juvenile Correctional Facility 12 6 7 7 0 1 1 Atchison Juvenile Correctional Facility 12 6 7 7 0 1 1 Atchison Juvenile Correctional Facility 12 6 7 7 0 1 1 Atchison Juvenile Correctional Facility 12 6 7 7 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	**					
Aging, Department on         4         5         17         1         2           Agriculture, Department of         2         9         9         9         0         0           Athbison Juvenile Correctional Facility         12         6         7         0         0           Athorney General         0         0         0         0         0         0           Banking Department         6         6         3         63         0         2           Barbering, Beard of         0         0         0         0         0         0           Behavioral Sciences Regulatory Board         0         0         0         0         0           Billind, School for the         0         1         3         0         0         0           Cistress' Utility Ratepayer Board         0		46	13	100	8	20
Animal Health Department		4	5	17	1	2
Attorney General 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		2	9	9	0	2
Attorney General	- , ,			3	0	
Attorney General		12	6	7	0	1
Barbering, Board of   0   0   0   0   0   0   0   0   0	Attorney General	0	0	0	0	0
Behavioral Sciences Regulatory Board   0   0   0   0   0   0   0   0   0	Banking Department	6	3	63	0	2
Beloit Juvenile Correctional Facility	Barbering, Board of	0	0	0	0	0
Beloit Juvenile Correctional Facility	Behavioral Sciences Regulatory Board	0	0	0	0	0
Citzens Utility Ratepayer Board         0         0         0         0         0         0         0         0         0         0         0         0         0         0         2         0         0         2         0         0         2         0         0         2         2         0         0         2         2         5         3         3         0         0         0         1         2         2         5         3         3         0         0         0         1         0         1         0         0 <t< td=""><td>Beloit Juvenile Correctional Facility</td><td>8</td><td>1</td><td>4</td><td>1</td><td>1</td></t<>	Beloit Juvenile Correctional Facility	8	1	4	1	1
Commerce and Housing, Department of 10 3 20 0 2 Corporation Commission, Kansas 6 5 7 7 1 2 Corrections, Department of 15 9 24 5 3 Cosmetology, Board of 0 0 0 0 1 1 0 Cosmetology, Board of 1 0 0 12 0 0 Deaf, School for the 2 4 5 2 0 Deaf, School for the 2 4 5 2 0 Deaf, School for the 2 1 1 1 1 1 21 Elbarot, Kansas 2 0 0 0 0 0 0 0 Education, Department of 8 6 11 1 1 21 Elborado Correctional Facility 91 29 63 8 32 Ellaworth Correctional Facility 91 29 63 8 32 Ellaworth Correctional Facility 52 11 53 2 13 Emergency Medical Services Board 1 0 2 0 0 0 Emporia State University 11 9 8 3 3 5 Fair, Kansas State 2 0 1 1 0 0 0 Emporia State University 11 9 8 3 1 5 Fort Hays State University 18 4 39 1 5 Governmental Ethics Commission N/A	Blind, School for the	0	1	3	0	0
Corprections, Department of	Citizens' Utility Ratepayer Board	0	0	0	0	0
Corrections, Department of	Commerce and Housing, Department of	10	3	20	0	2
Cosmetology, Board of 0 0 0 1 0 0 1 0 0 0 0 0 0 0 0 0 0 0 0	Corporation Commission, Kansas	6	5	7	1	2
Credit Unions, Department of Deaf, School for the 2 4 4 5 2 0 0         Deaf, School for the 2 2 4 4 5 2 0 0           Deaf, School for the Dental Board, Kansas 2 0 0 0 0 0 0 0         Deat Board, Kansas 2 0 0 0 0 0 0 0           Education, Department of 8 6 6 11 1 1 1 21         El Dorado Correctional Facility 91 29 63 8 32           El Dorado Correctional Facility 52 11 53 2 13         Emergency Medical Services Board 1 0 0 2 0 0 0           Emergency Medical Services Board 1 1 0 0 2 0 0 0         Emporia State University 11 9 8 8 3 5 5           Fier, Kansas State 2 0 1 1 0 0 0 0         Do 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Corrections, Department of	15	9	24	5	3
Deaf, School for the         2         4         5         2         0           Dental Board, Kansas         2         0         0         0         0           Education, Department of         8         6         11         1         21           El Dorado Correctional Facility         91         29         63         8         32           Ellsworth Correctional Facility         52         11         53         2         13           Emergency Medical Services Board         1         0         2         0         0           Emporia State University         11         9         8         3         5           Fair, Kansas State         2         0         1         0         0         0           Fire Marshal, State         2         0         1         0         0         0         1         0         0         0         1         0         0         0         1         0         0         0         1         5         0         0         0         0         1         1         2         2         0         0         1         4         39         1         5         0         1		0	0	0	1	0
Dental Board, Kansas	Credit Unions, Department of	1	0	12	0	0
Education, Department of 8 6 11 1 1 21 El Dorado Correctional Facility 91 29 63 8 32 Ellsworth Correctional Facility 52 11 53 2 13 Emergency Medical Services Board 1 0 2 0 0 0 Emprois State University 11 9 8 3 3 5 Fair, Kansas State 2 0 1 1 0 0 0 0 Fire Marshal, State University 11 9 8 3 3 5 Fair, Kansas State 0 0 0 2 3 1 1 0 0 0 Fort Hays State University 18 4 39 1 5 Fair, State University 18 5 Fair, State University 18 5 Fair, State University 18 6 Fair State University 18 7 Fair State University 19 7 Fair State 19 7 Fair State University 19 7	Deaf, School for the		4	5	2	0
El Dorado Correctional Facility 91 29 63 8 32 Ellsworth Correctional Facility 52 11 53 2 0 0 0 Emporia State University 11 9 8 3 3 5 Emergency Medical Services Board 1 0 2 0 0 10 Emporia State University 11 9 8 3 3 5 Fair, Kanasa Public Employees Retirement System 6 3 1 0 0 0 Fire Marshal, State 0 0 1 1 0 0 0 Fire Marshal, State 0 0 2 3 1 1 0 Fort Hays State University 18 4 39 1 5 Governmental Ethics Commission N/A	Dental Board, Kansas	2	0	0	0	0
Ellsworth Correctional Facility 52 11 53 2 13 Emergency Medical Services Board 1 0 2 0 0 0 Emporial State University 11 9 8 3 3 5 Fair, Kansas State 2 0 0 1 0 0 Fire Marshal, State 0 0 2 3 1 0 0 Fort Hays State University 18 4 39 1 5 Governmental Ethics Commission N/A		8	6	11		21
Emergency Medical Services Board	El Dorado Correctional Facility	91	29	63	8	32
Emporia State University	•	52	11	53		13
Fair, Kansas State 2 0 1 1 0 0 0 Fire Marshal, State 0 0 2 3 3 1 0 0 Fire Marshal, State 0 0 2 3 3 1 0 0 Fire Marshal, State 1 0 0 2 3 3 1 0 0 Fort Hays State University 18 4 39 1 1 5 Governmental Ethics Commission N/A	5 /					
Fire Marshal, State University 18 4 39 1 5 Fort Hays State University 18 4 39 1 5 Governmental Ethics Commission N/A N/A N/A N/A N/A N/A Governor, Office of the N/A N/A N/A N/A N/A N/A Healing Arts, Board of 1 2 2 0 0 1 Health and Environment, Department of 75 39 85 3 13 Health Care Stabilization Fund Board of Governors 1 1 0 0 0 0 0 Highway Patrol Historical Society, State 10 4 9 0 1 Human Resources, Department of 25 26 138 7 26 Human Rights Commission, Kansas 0 7 1 1 2 0 0 Hutchinson Correctional Facility 90 17 41 1 2 0 Hutchinson Correctional Facility 90 17 41 1 32 Indigents' Defense Services, Board of 5 2 7 1 1 2 Indigents' Defense Services, Board of 3 1 18 0 5 Judicial Council N/A N/A N/A N/A N/A N/A N/A Juvenile Justice Authority 2 2 2 5 5 1 2 Kansas Arts Commission 1 0 2 0 0 Kansas Public Employees Retirement System 6 3 14 1 2 Kansas State University 141 84 234 10 35 Kansas, Inc. N/A						
Fort Hays State University	· · · · · · · · · · · · · · · · · · ·				=	
Governmental Ethics Commission         N/A         N						
Governor, Office of the	· · · · · · · · · · · · · · · · · · ·				=	
Healing Arts, Board of   1		•	•	•	•	•
Health and Environment, Department of   75   39   85   3   13     Health Care Stabilization Fund Board of Governors   1				•	•	•
Health Care Stabilization Fund Board of Governors						
Highway Patrol         84         18         128         11         30           Historical Society, State         10         4         9         0         1           Human Resources, Department of         25         26         138         7         26           Human Rights Commission, Kansas         0         7         1         2         0           Hutchinson Correctional Facility         90         17         41         1         32           Indigents' Defense Services, Board of         5         2         7         1         1           Insurance Department         2         1         1         0         0           Investigation, Kansas Bureau of         3         1         18         0         5           Judicial Council         N/A						
Historical Society, State			=		=	
Human Resources, Department of         25         26         138         7         26           Human Rights Commission, Kansas         0         7         1         2         0           Hutchinson Correctional Facility         90         17         41         1         32           Indigents' Defense Services, Board of         5         2         7         1         1           Insurance Department         2         1         1         0         0           Investigation, Kansas Bureau of         3         1         18         0         5           Judicial Council         N/A         N/A         N/A         N/A         N/A         N/A         N/A           Judicial Council         N/A	<del>-</del> ,					
Human Rights Commission, Kansas         0         7         1         2         0           Hutchinson Correctional Facility         90         17         41         1         32           Indigents' Defense Services, Board of         5         2         7         1         1           Insurance Department         2         1         1         0         0           Investigation, Kansas Bureau of         3         1         18         0         5           Judicial Council         N/A         <						
Hutchinson Correctional Facility         90         17         41         1         32           Indigents' Defense Services, Board of         5         2         7         1         1           Insurance Department         2         1         1         0         0           Investigation, Kansas Bureau of         3         1         18         0         5           Judicial Council         N/A         N/A         N/A         N/A         N/A         N/A           Judicial Council         N/A         N/	, ·					
Indigents' Defense Services, Board of   5						=
Insurance Department	•					
Investigation, Kansas Bureau of   3						
Judicial Council         N/A						
Judiciary         N/A         N		_	=		=	3
Juvenile Justice Authority         2         2         5         1         2           Kansas Arts Commission         1         0         2         0         0           Kansas Public Employees Retirement System         6         3         14         1         2           Kansas State University         141         84         234         10         35           Kansas, Inc.         N/A         N/A         N/A         N/A         N/A         N/A           KU Medical Center         71         11         12         0         32           Lansing Correctional Facility         124         28         79         3         7           Larned Correctional Mental Health Facility         25         5         24         2         8           Larned Juvenile Correctional Facility         11         4         12         2         19           Larned State Hospital         36         29         40         6         106           Legislative Coordinating Council         N/A         N/A         N/A         N/A         N/A           Legislative Division of Post Audit         N/A         N/A         N/A         N/A         N/A           Legislature         <						
Kansas Arts Commission       1       0       2       0       0         Kansas Public Employees Retirement System       6       3       14       1       2         Kansas State University       141       84       234       10       35         Kansas, Inc.       N/A       N/A       N/A       N/A       N/A         KU Medical Center       71       11       12       0       32         Lansing Correctional Facility       124       28       79       3       7         Larned Correctional Mental Health Facility       25       5       24       2       8         Larned Juvenile Correctional Facility       11       4       12       2       19         Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A         Legislature       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0	•					
Kansas Public Employees Retirement System       6       3       14       1       2         Kansas State University       141       84       234       10       35         Kansas, Inc.       N/A       N/A       N/A       N/A       N/A         KU Medical Center       71       11       12       0       32         Lansing Correctional Facility       124       28       79       3       7         Larned Correctional Mental Health Facility       25       5       24       2       8         Larned Juvenile Correctional Facility       11       4       12       2       19         Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A         Legislative Research Department       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0	•					
Kansas State University       141       84       234       10       35         Kansas, Inc.       N/A       N/A       N/A       N/A       N/A       N/A       N/A         KU Medical Center       71       11       12       0       32         Lansing Correctional Facility       124       28       79       3       7         Larned Correctional Mental Health Facility       25       5       24       2       8         Larned Juvenile Correctional Facility       11       4       12       2       19         Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A       N/A         Legislative Research Department       N/A       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0       0						
Kansas, Inc.         N/A         N/A <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td></t<>						
KU Medical Center       71       11       12       0       32         Lansing Correctional Facility       124       28       79       3       7         Larned Correctional Mental Health Facility       25       5       24       2       8         Larned Juvenile Correctional Facility       11       4       12       2       19         Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A       N/A         Legislative Research Department       N/A       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0       0	•					
Lansing Correctional Facility       124       28       79       3       7         Larned Correctional Mental Health Facility       25       5       24       2       8         Larned Juvenile Correctional Facility       11       4       12       2       19         Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A       N/A         Legislative Research Department       N/A       N/A       N/A       N/A       N/A       N/A         Legislature       N/A       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0       0	•					
Larned Correctional Mental Health Facility         25         5         24         2         8           Larned Juvenile Correctional Facility         11         4         12         2         19           Larned State Hospital         36         29         40         6         106           Legislative Coordinating Council         N/A         N/A         N/A         N/A         N/A           Legislative Division of Post Audit         N/A         N/A         N/A         N/A         N/A         N/A           Legislative Research Department         N/A         N/A         N/A         N/A         N/A         N/A           Library, State         0         1         0         0         0         0						
Larned Juvenile Correctional Facility       11       4       12       2       19         Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A       N/A         Legislative Research Department       N/A       N/A       N/A       N/A       N/A       N/A         Legislature       N/A       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0	- · · · · · · · · · · · · · · · · · · ·					
Larned State Hospital       36       29       40       6       106         Legislative Coordinating Council       N/A       N/A       N/A       N/A       N/A         Legislative Division of Post Audit       N/A       N/A       N/A       N/A       N/A       N/A         Legislative Research Department       N/A       N/A       N/A       N/A       N/A       N/A         Legislature       N/A       N/A       N/A       N/A       N/A       N/A         Library, State       0       1       0       0       0	•					
Legislative Coordinating CouncilN/AN/AN/AN/AN/ALegislative Division of Post AuditN/AN/AN/AN/AN/ALegislative Research DepartmentN/AN/AN/AN/AN/ALegislatureN/AN/AN/AN/AN/ALibrary, State01000	·					
Legislative Division of Post AuditN/AN/AN/AN/AN/ALegislative Research DepartmentN/AN/AN/AN/AN/ALegislatureN/AN/AN/AN/AN/ALibrary, State01000						
Legislative Research DepartmentN/AN/AN/AN/AN/ALegislatureN/AN/AN/AN/AN/ALibrary, State01000						•
Legislature         N/A         N/A         N/A         N/A         N/A           Library, State         0         1         0         0         0		•		•	•	
Library, State 0 1 0 0 0	=					
	=					
	Lieutenant Governor, Office of the	N/A	N/A	N/A	N/A	N/A

#### **Appointment of Classified Employees by Agency**

Fiscal Year 2002

Agency Name	Hires	Rehires	Promotions	Demotions	Transfers
Lottery, Kansas	2	4	4	0	0
Mortuary Arts, Board of	0	1	0	0	0
Neurological Institute, Kansas	17	16	7	2	57
Norton Correctional Facility	4	4	27	0	0
Nursing, Board of	5	4	0	0	1
Ombudsman for Corrections	0	0	0	0	0
Optometry Examiners, Board of	0	0	0	0	1
Osawatomie State Hospital	55	21	48	6	62
Parole Board, Kansas	N/A	N/A	N/A	N/A	N/A
Parsons State Hospital and Training Center	10	7	26	2	9
Pharmacy, Board of	1	0	2	0	0
Pittsburg State University	19	9	125	1	8
Racing and Gaming Commission, Kansas	1	1	2	1	0
Rainbow Mental Health Facility	7	3	12	0	1
Real Estate Appraisal Board, Kansas	0	0	0	0	0
Real Estate Commission, Kansas	3	0	0	1	0
Regents, Board of	1	1	4	1	4
Revenue, Department of	87	53	218	14	23
Revisor of Statutes	N/A	N/A	N/A	N/A	N/A
Secretary of State	N/A	N/A	N/A	N/A	N/A
Securities Commissioner, Office of the	2	Ô	2	, O	. 2
Sentencing Commission, Kansas	N/A	N/A	N/A	N/A	N/A
Social & Rehabilitation Services, Dept. of	194	124	325	48	106
State Conservation Commission	1	0	1	0	0
Tax Appeals, Board of	0	0	3	0	0
Technical Professions, Board of	0	0	0	0	0
Technology Enterprise Corporation, Kansas	N/A	N/A	N/A	N/A	N/A
Topeka Correctional Facility	21	15	28	2	10
Topeka Juvenile Correctional Facility	35	11	42	8	2
Transportation, Kansas Department of	223	97	454	23	94
Treasurer, State	1	0	2	0	0
University of Kansas	169	113	71	14	110
Veterans' Affairs, Commission on	126	60	22	1	10
Veterinary Examiners, Board of	N/A	N/A	N/A	N/A	N/A
Water Office, Kansas	1	1	7	0	1
Wheat Commission, Kansas	0	0	0	0	0
Wichita State University	61	15	13	4	2
Wildlife and Parks, Department of	3	6	22	2	6
Winfield Correctional Facility	18	4	24	2	4
TOTAL	2,081	976	2,798	217	946

**Comments:** Data represents appointment of new and current state employees. Movement of current employees occurred both within and between agencies. The data was gathered from SHARP action reason codes listed as follows:

<u>Hires and Rehires:</u> Concurrent (multiple) Positions, Higher Step-Exceptional Qualifications, Higher Step Reemployment, Higher Step Right of First Refusal (ROFR), Higher Step Interview Right (IR), Higher Step Reinstatement, Higher Step Rehire, IR, Rehire, Reemployment, Reinstatement, and ROFR.

<u>Promotions:</u> Promotion to New Position/Class, Promotion to Higher Step-Exceptional Qualifications, From Training Class.

<u>Demotions:</u> Involuntary, In Lieu of Layoff, Unsatisfactory Performance, Voluntary.

<u>Transfers:</u> Employee Request, Employer Request, In Lieu of Layoff.

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "N/A" indicates the agency does not have classified employees.

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#### **Turnover Analysis**

#### **Criteria for this section:**

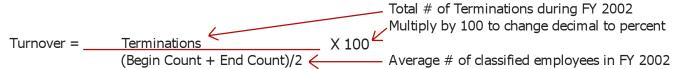
- \* Data includes only classified, regular employees.
- \* The data for this section was generated by SHARP(June 2001 June 2002).
- \* Some positions may experience more than one termination during the report period.
- \* Categories with low employee numbers may have an artificially inflated turnover rate.

#### **Turnover Definition:**

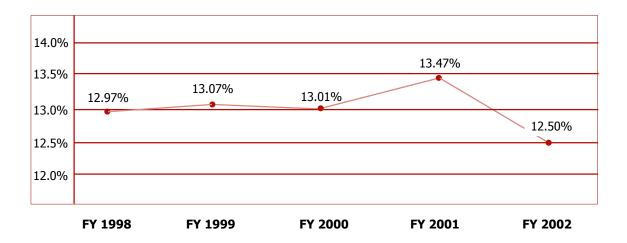
**Terminations:** Retirements, involuntary, voluntary, and neutral terminations

- \* Involuntary Terminations:
  - ∼ Layoffs and dismissals related to personal conduct, unsatisfactory work performance, or end of limited-term appointment
- \* Neutral Terminations:
  - ~ Deaths
- \* Voluntary Terminations:
  - ~ Resignations

#### **Definition of Turnover Rate:**



#### **Turnover Has Remained Steady**



**Comments:** Retirements and terminations due to the closing of the Grain Inspection Department (FY 1998), Topeka State Hospital (FY 1998), Winfield State Hospital (FY 1998), and Wheat Commission (FY 2001) were not included in the turnover rate for the fiscal year when the closing occurred.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

# **Separation of Classified Employees by Agency**

Fiscal Year 2002

A manay No ma	Dativamenta	Т	ermination	s
Agency Name	Retirements	Involuntary	Neutral	Voluntary
Accountancy, Board of	0	0	0	1
Adjutant General	0	0	0	0
Administration, Department of	18	6	1	42
Aging, Department on	2	2	0	8
Agriculture, Department of	5	1	0	7
Animal Health Department	0	0	0	2
Atchison Juvenile Correctional Facility	2	2	0	13
Attorney General	0	0	0	0
Banking Department	0	1	1	3
Barbering, Board of	0	0	0	0
Behavioral Sciences Regulatory Board	0	0	0	0
Beloit Juvenile Correctional Facility	3	1	0	14
Blind, School for the	0	0	0	1
Citizens' Utility Ratepayer Board	0	0	0	0
Commerce and Housing, Department of	1	1	0	16
Corporation Commission, Kansas	4	4	0	2
Corrections, Department of	4	2	0 0	16
Cosmetology, Board of	0 1	0	0	0 0
Credit Unions, Department of	0	0	0	6
Deaf, School for the Dental Board, Kansas	0	1 1	0	0
Education, Department of	4	1	1	6
El Dorado Correctional Facility	6	13	0	91
Ellsworth Correctional Facility	2	4	0	20
Emergency Medical Services Board	0	0	0	1
Emporia State University	4	1	0	20
Fair, Kansas State	0	1	0	3
Fire Marshal, State	0	0	0	1
Fort Hays State University	3	1	0	22
Governmental Ethics Commission	N/A	N/A	N/A	N/A
Governor, Office of the	N/A	N/A	N/A	N/A
Healing Arts, Board of	0	0	, O	0
Health and Environment, Department of	18	14	1	63
Health Care Stabilization Fund Bd of Governors	0	0	0	0
Highway Patrol	23	10	2	56
Historical Society, State	1	1	0	10
Human Resources, Department of	28	6	2	28
Human Rights Commission, Kansas	0	1	0	5
Hutchinson Correctional Facility	7	15	0	59
Indigents' Defense Services, Board of	1	5	0	5
Insurance Department	1_	0	0	1
Investigation, Kansas Bureau of	7	1	0	2
Judicial Council	N/A	N/A	N/A	N/A
Judiciary	N/A	N/A	N/A	N/A
Juvenile Justice Authority	0	0	0	5
Kansas Arts Commission	1 3	0	0	1 2
Kansas Public Employees Retirement System Kansas State University	29	0 7	0 2	140
Kansas, Inc.	N/A	N/A	N/A	N/A
KU Medical Center	6	17	0	69
Lansing Correctional Facility	12	29	0	126
Larned Correctional Mental Health Facility	0	3	0	25
Larned Juvenile Correctional Facility	2	1	0	18
Larned State Hospital	15	7	3	48
Legislative Coordinating Council	N/A	N/A	N/A	N/A
Legislative Division of Post Audit	N/A	N/A	N/A	N/A
Legislative Research Department	N/A	N/A	N/A	N/A
Legislature	N/A	N/A	N/A	N/A
Library, State	0	0	Ô	1
Lieutenant Governor, Office of the	N/A	N/A	N/A	N/A

#### **Separation of Classified Employees by Agency**

Fiscal Year 2002

A goney No we	Retirements	Terminations			
Agency Name	Retirements	Involuntary	Neutral	Voluntary	
Lottery, Kansas	2	5	0	2	
Mortuary Arts, Board of	0	0	0	1	
Neurological Institute, Kansas	11	35	2	54	
Norton Correctional Facility	6	0	0	17	
Nursing, Board of	0	2	0	2	
Ombudsman for Corrections	0	0	0	0	
Optometry Examiners, Board of	0	0	0	0	
Osawatomie State Hospital	11	6	1	71	
Parole Board, Kansas	N/A	N/A	N/A	N/A	
Parsons State Hospital and Training Center	10	1	2	29	
Pharmacy, Board of	0	0	0	3	
Pittsburg State University	10	1	1	15	
Racing and Gaming Commission, Kansas	1	0	0	3	
Rainbow Mental Health Facility	0	5	0	15	
Real Estate Appraisal Board, Kansas	0	0	0	0	
Real Estate Commission, Kansas	1	0	0	2	
Regents, Board of	0	0	0	0	
Revenue, Department of	21	6	5	53	
Revisor of Statutes	N/A	N/A	N/A	N/A	
Secretary of State	N/A	N/A	N/A	N/A	
Securities Commissioner, Office of the	0	0	0	2	
Sentencing Commission, Kansas	N/A	N/A	N/A	N/A	
Social & Rehabilitation Services, Dept. of	61	39	3	229	
State Conservation Commission	0	0	0	2	
Tax Appeals, Board of	1	0	0	1	
Technical Professions, Board of	0	0	0	0	
Technology Enterprise Corporation, Kansas	N/A	N/A	N/A	N/A	
Topeka Correctional Facility	5	7	0	23	
Topeka Juvenile Correctional Facility	6	17	1	26	
Transportation, Kansas Department of	61	17	6	205	
Treasurer, State	0	0	0	0	
University of Kansas	36	55	3	215	
Veterans' Affairs, Commission on	6	11	0	152	
Veterinary Examiners, Board of	N/A	N/A	N/A	N/A	
Water Office, Kansas	2	1	0	1	
Wichita State University	14	2	1	63	
Wildlife and Parks, Department of	7	1	1	7	
Winfield Correctional Facility	3	9	0	17	
TOTAL	488	380	39	2,169	

**Comments:** There were 36 layoffs in FY 2002. Data represents employees leaving state service. Data was gathered from the following SHARP definitions as follows:

Retirements: Regular Retirement

<u>Involuntary Terminations:</u> Layoffs and dismissals related to personal conduct, unsatisfactory work performance, or end of limited-term appointment

Neutral Terminations: Deaths

**Voluntary Terminations:** Resignations

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "N/A" indicates the agency does not have classified employees.

#### **Turnover: Job Classes Above the FY 2002 State Average (12.50%)**

Turnover Rate (%)

	Average Number	1 611	nover itate	(70)
Job Class	Average Number of Employees FY 2002	FY 2000	FY 2001	FY 2002
Activity Therapy Technician	29	11.94	21.88	31.58
Administrative Assistant*	1,343	16.10	17.38	15.87
Agricultural Inspector I	32	29.33	11.59	15.63
Agricultural Technician	21	14.29	0.00	19.51
Automotive Driver	18	23.26	27.78	33.33
Capital Area Guard I	19	25.00	28.57	21.62
Chemist II	17	24.39	20.51	17.65
Clinical Chaplain	16	11.76	12.12	32.26
Communications Specialist I	49	51.06	40.96	39.18
Communications Specialist II	33	43.59	24.24	15.38
Cook	106	28.72	23.71	22.64
Corrections Manager I	26	4.17	7.84	15.69
Corrections Officer I (A)	630 36	39.93 6.78	45.50	44.29
Custodial Crew Leader Custodial Specialist	487	44.19	12.50 29.91	19.72 26.72
Custodial Supervisor	89	6.37	10.65	13.48
Custodial Worker	228	21.70	22.62	26.37
Driver License Examiner	23	16.22	22.86	17.78
Economic Development Representative III	27	14.55	11.32	18.52
Educational/Information Representative II	17	12.12	29.41	18.18
Electrician	19	9.30	41.03	21.05
Engineering Associate I	20	9.52	26.32	20.51
Engineering Technician Associate	66	40.00	22.22	30.30
Equipment Operator**	480	45.27	50.00	14.38
Equipment Operator Trainee**	83	3.67	11.67	35.15
Food Service Worker	85	52.17	56.98	46.15
Food, Drug and Lodging Surveyor I	19	18.75	5.56	36.84
General Maintenence and Repair Technician	108	23.48	17.95	25.93
Health Care Assistant	117	27.69	34.41	84.62
Health Facility Surveyor I	68	29.49	11.51	22.22
Human Resource Professional I	35	12.35	2.60	14.29
Juvenile Corrections Officer I	221	22.75	22.03	28.86
Juvenile Corrections Officer II	47	15.19	6.82	12.77
Juvenile Corrections Officer III	30	5.41	14.71	13.33
Laboratory Technician II	28	4.08	11.76	14.55
Laundry Worker	19	19.51	25.64	21.05
Legal Assistant	44	12.05	11.76	16.09
Library Assistant I Licensed Mental Health Technician I	53	19.70 10.09	13.68	18.87
Licensed Practical Nurse	85 37	21.05	15.31 49.35	14.20 29.73
Licensed Practical Nurse Senior	56	4.30	33.01	26.79
Mental Health Aide	216	21.76	27.14	13.92
Mental Health Trainee	38	84.21	65.88	78.95
Mental Retardation Technician I	409	11.27	14.55	13.69
Mental Retardation Trainee	27	49.35	75.00	88.89
Office Assistant*	444	18.18	14.90	16.01
Painter	56	12.33	18.32	16.22
Plumber	24	16.67	25.53	12.50
Printer Specialist	37	7.06	7.50	13.70
Professional Environmental Engineer II	16	11.76	13.33	12.90
Program Specialist II	88	12.66	16.46	12.57
Programming and Analysis Supervisor	23	0.00	8.70	13.04
Registered Nurse III	187	14.43	18.04	16.62
Safety and Health Inspector II	15	0.00	19.05	13.33
Safety and Security Officer I	106	24.30	20.44	23.58

#### **Turnover: Job Classes Above the FY 2002 State Average (12.50%)**

#### **Turnover Rate (%)**

Job Class	Average Number of Employees FY 2002	FY 2000	FY 2001	FY 2002
Safety and Security Officer II	16	16.67	16.67	25.00
Senior Administrative Assistant*	1,444	15.18	15.21	13.92
Service Assistant	16	42.67	95.00	116.13
Special Investigator II	44	9.52	20.69	22.99
State Auditor I	35	9.16	8.25	23.19
Utility Worker	54	30.67	28.57	35.51
Vehicle Identiciation Number Inspector Lead	21	18.18	17.39	23.81

**Comments:** Excludes job classes with less than an average of 15 employees and job classes with a turnover rate below the state average (12.50%) during FY 2002. The average turnover rate during FY 2001 was 13.47% and 13.01% during FY 2000.

Compared to FY 2001, there are 17 less classes with a turnover rate greater than the statewide average. This is partly because of classification updates (see pages 83-84).

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

<sup>\*</sup>See reference chart on page 83 for class consolidation and new titles.

<sup>\*\*</sup>See reference chart on page 84 for class consolidation and new titles.

# **Classified Employees Turnover by Agency**

Turnover Rate (%)

	Average Number	I ui	novel Rate	(70)
Agency Name	Average Number of Employees	FY 2000	FY 2001	FY 2002
Agency Name	FY 2002	11 2000	11 2001	11 2002
Accountancy Poard of	<b>FY 2002</b> 2	100.00	0.00	50.00
Accountancy, Board of Adjutant General	53	6.19	9.90	0.00
Administration, Department of	745	12.11	9.23	10.20
Aging, Department on	118	7.78	9.76	10.17
Agriculture, Department of	262	13.63	9.47	4.97
Animal Health Department	27	3.85	7.69	7.41
Atchison Juvenile Correctional Facility	109	12.56	15.60	15.67
Attorney General	1	0.00	66.67	0.00
Banking Department	69	13.74	15.04	7.30
Barbering, Board of	1	0.00	0.00	0.00
Behavioral Sciences Regulatory Board	5	57.14	54.55	0.00
Beloit Juvenile Correctional Facility	94	14.58	19.10	19.25
Blind, School for the	30	9.09	9.52	3.39
Citizens' Utility Ratepayer Board	1	0.00	0.00	0.00
Commerce and Housing, Department of	118	21.74	18.88	15.25
Corporation Commission, Kansas	130	8.66	8.59	7.72
Corrections, Department of	296	8.45	13.47	8.11
Cosmetology, Board of	10	10.00	31.58	0.00
Credit Unions, Department of	11	18.18	9.09	9.09
Deaf, School for the	49	14.43	23.40	14.29
Dental Board, Kansas	1	100.00	0.00	100.00
Education, Department of	160	8.31	7.72	7.52
El Dorado Correctional Facility	447	21.27	20.68	24.61
Ellsworth Correctional Facility	202 12	11.83	18.38 19.05	12.87
Emergency Medical Services Board Emporia State University	307	9.09 12.44	19.05	8.70 8.14
Fair, Kansas State	20	22.86	10.00	20.00
Fire Marshal, State	43	10.39	7.32	2.33
Fort Hays State University	299	10.20	8.43	8.70
Governmental Ethics Commission	N/A	N/A	N/A	N/A
Governor, Office of the	N/A	N/A	N/A	N/A
Healing Arts, Board of	22	13.64	14.29	0.00
Health and Environment, Department of	895	11.92	9.58	10.73
Health Care Stabilization Fund Bd of Governors	8	28.57	0.00	0.00
Highway Patrol	790	13.67	12.40	11.53
Historical Society, State	124	15.08	20.08	9.72
Human Resources, Department of	770	10.18	11.23	8.32
Human Rights Commission, Kansas	28	10.17	42.11	21.43
Hutchinson Correctional Facility	506	14.72	15.51	16.02
Indigents' Defense Services, Board of	64	12.70	16.92	17.19
Insurance Department	37	2.15	4.82	5.48
Investigation, Kansas Bureau of	169	6.32	9.83	5.93
Judicial Council	N/A	N/A	N/A	N/A
Judiciary	N/A	N/A	N/A	N/A
Juvenile Justice Authority	26	4.65	12.50	19.61
Kansas Arts Commission	7	0.00	0.00	30.77
Kansas Public Employees Retirement System	67	6.78	6.61	7.52
Kansas State University Kansas, Inc.	1,711 N/A	12.39 N/A	12.99 N/A	10.41 N/A
KU Medical Center	569	17.87	21.48	16.17
Lansing Correctional Facility	689	19.52	23.66	24.24
Larned Correctional Mental Health Facility	183	17.87	19.39	15.34
Larned Juvenile Correctional Facility	119	19.01	19.33	17.72
Larned State Hospital	616	13.75	17.17	11.85
Legislative Coordinating Council	N/A	N/A	N/A	N/A
Legislative Division of Post Audit	N/A	N/A	N/A	N/A
Legislative Research Department	N/A	N/A	N/A	N/A
Legislature	N/A	N/A	N/A	N/A
Library, State	24	21.28	4.26	4.17
Lieutenant Governor, Office of the	N/A	N/A	N/A	N/A

#### **Classified Employees Turnover by Agency**

**Turnover Rate (%)** 

	Average Number			
Agency Name	of Employees	FY 2000	FY 2001	FY 2002
	FY 2002			
Lottery, Kansas	40	17.78	2.35	22.50
Mortuary Arts, Board of	2	0.00	0.00	50.00
Neurological Institute, Kansas	596	11.59	16.34	17.13
Norton Correctional Facility	251	10.94	10.18	9.16
Nursing, Board of	17	27.59	14.29	24.24
Ombudsman for Corrections	1	0.00	0.00	0.00
Optometry Examiners, Board of	1	0.00	200.00	0.00
Osawatomie State Hospital	409	24.51	25.80	21.76
Parole Board, Kansas	N/A	N/A	N/A	N/A
Parsons State Hospital and Training Center	468	9.85	10.94	8.98
Pharmacy, Board of	4	20.00	40.00	75.00
Pittsburg State University	303	8.99	8.97	8.91
Racing and Gaming Commission, Kansas	40	12.66	20.25	10.13
Rainbow Mental Health Facility	114	25.37	26.67	17.62
Real Estate Appraisal Board, Kansas	1	66.67	0.00	0.00
Real Estate Commission, Kansas	11	10.00	0.00	28.57
Regents, Board of	16	9.52	0.00	0.00
Revenue, Department of	1,067	9.17	9.89	7.97
Revisor of Statutes	N/A	N/A	N/A	N/A
Secretary of State	N/A	N/A	N/A	N/A
Securities Commissioner, Office of the	17	14.29	15.79	12.12
Sentencing Commission, Kansas	N/A	N/A	N/A	N/A
Social & Rehabilitation Services, Dept. of	3,647	10.20	9.85	9.10
State Conservation Commission	6	0.00	16.67	33.33
Tax Appeals, Board of	18	24.39	0.00	11.11
Technical Professions, Board of	3	0.00	0.00	0.00
Technology Enterprise Corporation, Kansas	N/A	N/A	N/A	N/A
Topeka Correctional Facility	213	21.40	34.07	16.47
Topeka Juvenile Correctional Facility	205	15.74	13.18	24.39
Transportation, Kansas Department of	3,087	10.18	9.27	9.36
Treasurer, State	13	23.26	20.00	0.00
University of Kansas	1,520	21.07	21.34	20.34
Veterans' Affairs, Commission on	304	23.24	29.16	55.68
Veterinary Examiners, Board of	N/A	N/A	N/A	N/A
Water Office, Kansas	21	0.00	9.52	19.51
Wichita State University	673	14.62	12.30	11.90
Wildlife and Parks, Department of	392	5.18	6.18	4.09
Winfield Correctional Facility	198	16.58	16.00	14.65

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "N/A" indicates the agency does not have classified employees.

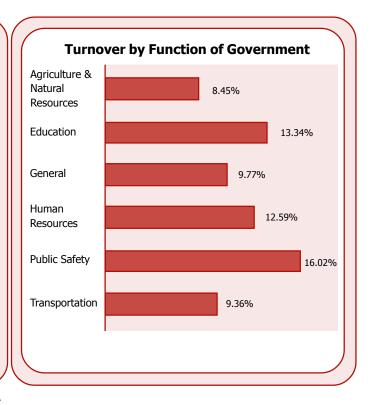
#### **Agency Turnover**

#### Agencies with less than 10% turnover

Excludes agencies with less than an average of 100 employees for FY 2002.

Number in parenthesis represents the average number of employees in the agency for FY 2002.

	Department of Corrections (225)	9.80%
	State Historical Society (124)	9.72%
	*Transportation, Department of (3,087)	9.36%
	Norton Correctional Facility (251)	9.16%
	*Social & Rehabilitation Services, Dept. of (3,647)	9.10%
	Parson's State Hospital and Training Center (468)	8.98%
	*Pittsburg State University (303)	8.91%
	*Fort Hays State University (299)	8.70%
	Department of Human Resources (770)	8.32%
	Emporia State University (307)	8.14%
	*Department of Revenue (1,067)	7.97%
	*Corporation Commission (130)	7.72%
	Department of Education (160)	7.52%
	*Investigation, Kansas Bureau of (169)	5.93%
	*Agriculture, Department of (262)	4.97%
	*Wildlife & Parks, Department of (392)	4.09%
•		



<sup>\*</sup>These agencies also had less than 10% turnover in FY 2001.

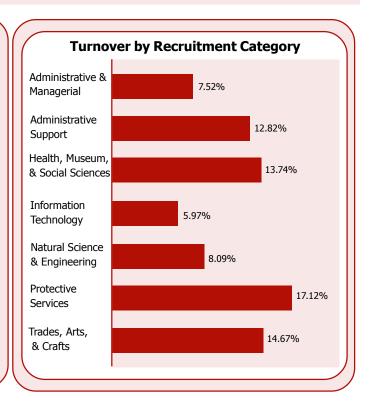
#### Job Class Turnover

#### Job Classes with 0% turnover

Excludes job classes with less than an average of 15 employees for FY 2002.

Far right column represents the average number of employees in the job class for FY 2002.

*Agricultural Inspector III	16
Cook Senior	33
Corrections Industries Manager Senior	15
Custodial Manager	17
Environmental Technician IV	23
*Financial Examiner Senior**	18
*Fire Prevention Inspector	16
*Fisheries Biologist Specialist I	26
Forensic Scientist III	17
Highway Patrol Trooper II	59
Installation/Service Tech I	17
Lab Educational Technician	16
Network Control Technician II	20
Parole Officer II	29
Research Technologist	20
Social Worker Specialist	19
Staff Development Specialist II	16
Systems Software Programmer/Analyst III	22
Systems Software Programmer/Analyst IV	19

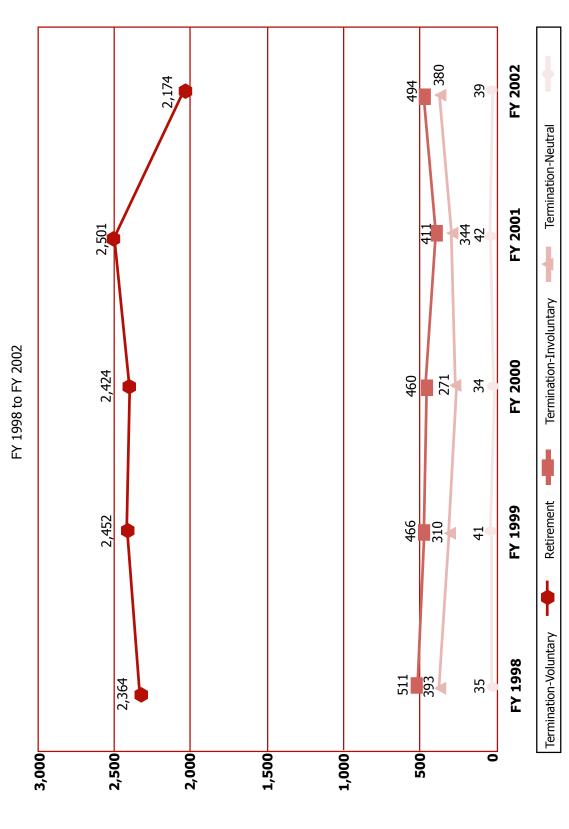


<sup>\*</sup> These classes also had 0% turnover during FY 2001.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

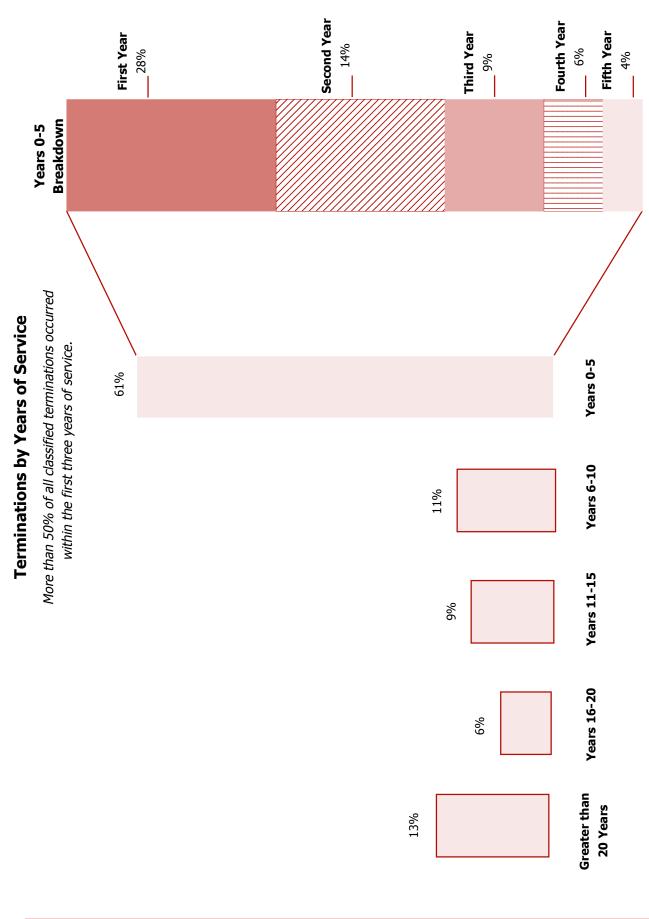
<sup>\*\*</sup>See reference chart on page 84 for class consolidation and new titles.

# **Turnover by Reason**



Comments: The increased number of involuntary terminations during FY 1998 and FY 2001 were largely due to the closure of Topeka State Hospital (1997-1998), Winfield State Hospital (1998), Grain Inspection Department (1998), and Wheat Commission (2001).

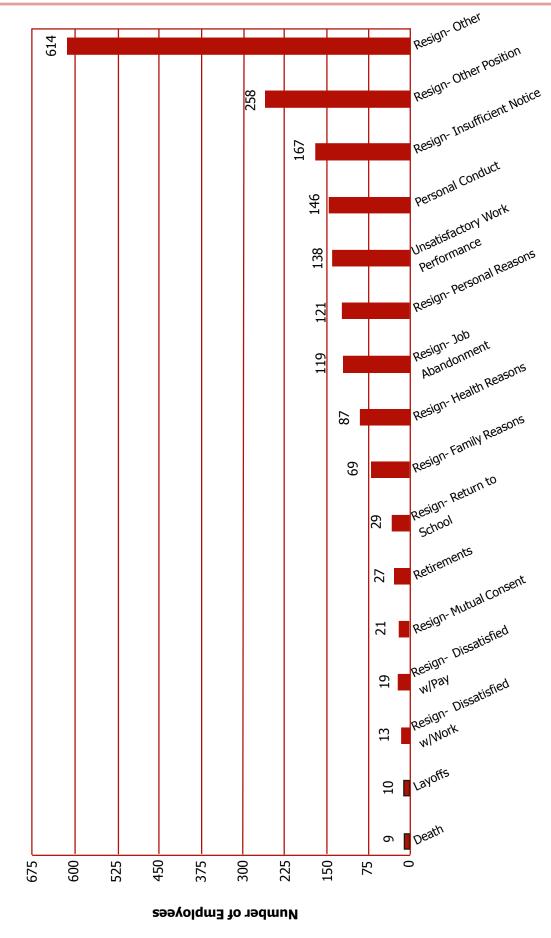
Source: SHARP (June 2002); Excludes undassified, temporary, and student employees.



Comments: More than half of all classified terminations occurred within the employee's first five years of service.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

Turnover by Reason for Employees with 0-5 Years of Service



Comments: The number of voluntary terminations, involuntary terminations, neutral terminations, and retirements for each year have remained consistent throughout. Retirements are a combination of reason codes: Early Retirement and Regular Retirements. Layoffs are a combination of reason codes: End of Limited Term, Shortage of Work/Fund, and Layoff- Other.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

# Appointments, Promotions, and Separations of Classified Employees by Ethnic Group and Gender

Generally, changes in employment were better than the Employed Labor Force (all of Kansas).

Fiscal Year 2002

		Percent	79	9	5	1	1	5
		Percent	80	8	5	2	2	3
	Male	Number	1,193	66	48	11	22	16
Promotions	мате	Percent	88	5	3	1	2	1
Promotions	Female	Number	1,265	100	46	9	16	15
	гешате	Percent	87	7	3	1	1	1
		Percent	81	10	4	1	1	3
		Percent	81	10	5	1	2	1

#### **Appointments:**

Hire: Concurrent (Multiple) Positions, Higher Step-Exceptional Qualifications, Vacant Position

**Rehire:** Exceptional Qualifications for Higher Step Reemployment, Higher Step Right of First Refusal (ROFR), Higher Step Interview Right (IR), Higher Step Reinstatement, Higher Step Rehire.

#### **Promotions:**

Promotion to New Position/Class, Promotion to Higher Step-Exceptional Qualifications, From Training Class.

#### Separations:

Personal Conduct, all Layoff reason codes, all Resign reason codes, Unsatisfactory Work Performance, Regular Retirement.

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "Unknown/Undetermined" includes indeterminate, unknown, and non-U.S. citizen applicants.

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#### **Retirement Analysis**

#### Criteria used for the retirement charts:

- \* All data includes classified regular, unclassified regular, and unclassified temporary employees.
- \* All retirement data includes early retirements.
- \* Retirement buy back options were not considered in retirement calculations.
- \* The data for this section was generated by SHARP as of June 24, 2002.
- \* All retirement calculations are based on the service date and birthdate as reported in SHARP. This does not account for employees who might have other KPERS eligible service.
- \* Employees not contributing to the Kansas Public Employees Retirement System (KPERS) are not included in this data.

#### The retirement eligibility criteria:

- \* Employees age 65 or over;
- \* Employees age 62 or over with 10 years of qualifying state employment;
- \* Employees qualifying under the "85-point" plan; OR
- \* Employees age 55 or over with 10 years of service (not qualifying under any of the previous three criteria) taking *early* retirement with reduced benefits.

#### **State of Kansas Retirement Averages**

- \* 61 years is the average age a male retires from state service.
- \* 62 years is the average age a female retires from state service.
- \* The average employee retires with 24 years of state service.
- \* The average employee retires 28 months after becoming retirement eligible.

# **Actual and Eligible Retirements by Agency**

Fiscal Year 2002

Agency Name	Current Number of	Actual Retirements			ent Elig mber 20	
Agency Nume	Employees	January 1996 - June 2002	Early	Full	Total	Percent Eligible
Accountancy, Board of	3	0	1	0	1	33
Adjutant General	209	15	40	36	76	36
Administration, Department of	765	113	85	195	280	37
Aging, Department on	124	11	23	39	62	50
Agriculture, Department of	275	57	26	79	105	38
Animal Health Department	30	2	4	9	13	43
Atchison Juvenile Correctional Facility	110	12	12	19	31	28
Attorney General	88	1	9	9	18	20
Banking Department	78	6	2	9	11	14
Barbering, Board of	2	0	1	1	2	100
Behavioral Sciences Regulatory Board	8	0	1	1	2	25
Beloit Juvenile Correctional Facility	91	7	10	15	25	27
Blind, School for the	88	8	16	18	34	39
Citizen's Utility Ratepayer Board	2	0	1	1	2	100
Commerce and Housing, Department of	141	10	22	23	45	32
Corporation Commission, Kansas	195	25	21	47	68	35
Corrections, Department of	311	19	35	51	86	28
Cosmetology, Board of	11	2	1	4	5	45
Credit Unions, Department of	12	3	2	6	8	67
Deaf, School for the	159	12	19	43	62	39
Dental Board, Kansas	2	3	0	0	0	0
Education, Department of	190	26	34	52	86	45
El Dorado Correctional Facility	451	11	7	9	16	4
Ellsworth Correctional Facility	218	6	9	9	18	8
Emergency Medical Services Board	13	2	4	3	7	54
Emporia State University	N/R	N/R	N/R	N/R	N/R	N/R
Fair, Kansas State	20	1	1	6	7	35
Fire Marshal, State	46	2	4	13	17	37
Fort Hays State University	N/R	N/R	N/R	N/R	N/R	N/R
Governmental Ethics Commission	9	0	0	4	4	44
Governor, Office of the	19	0	2	3	5	26
Healing Arts, Board of	29	3	2	7	9	31
Health and Environment, Department of	926	106	120	197	317	34
Health Care Stabilization Fund Bd of Governors	16	1	2	4	6	38
Highway Patrol	820	107	39	66	105	13
Historical Society, State	125	14	13	28	41	33
Human Resources, Department of	822	150	104	303	407	50
Human Rights Commission, Kansas	32	7	8	7	15	47
Hutchinson Correctional Facility	514	38	18	14	32	6
Indigents' Defense Services, Board of	158	4	7	8	15	9
Insurance Department	133	11	21	39	60	45
Investigation, Kansas Bureau of	174	22	17	24	41	24
Judicial Council	5	0	0	1	1	20
Judiciary	1,783	171	209	385	594	33
Juvenile Justice Authority	36	1	4	7	11	31
Kansas Arts Commission	7	2	2	0	2	29
Kansas Public Employees Retirement System	82 N/B	10	14	25	39	48
Kansas State University	N/R	N/R	N/R	N/R	N/R	N/R
Kansas, Inc.	3	0	1	0	1	33
KU Medical Center	N/R	N/R	N/R	N/R	N/R	N/R
Lansing Correctional Facility	687	59	11	17	28	4
Larned Correctional Mental Health Facility	182	5	4	5	9	5
Larned Juvenile Correctional Facility	116	5	14	11	25	22
Larned State Hospital	627	120	69	199	268	43
Legislative Coordinating Council	11	4	4	3	7	64
Legislative Division of Post Audit	20	3	3	4	7	35 40
Legislative Research Department	35 34	3	5 4	12	17	49 35
Legislature	34	19		8	12	35 30
Library, State	28 1	1 0	6 0	5 0	11 0	39 0
Lieutenant Governor, Office of the	1	U	U	U	U	U

#### **Actual and Eligible Retirements by Agency**

Fiscal Year 2002

		Actual	*	Retirer	nent Elig	ibles		
		Current			by December 2007			
Agency Name	Number of Employees	January 1996 - June 2002	Early	Full	Total	Percent Eligible		
Lottery, Kansas	74	9	10	10	20	27		
Mortuary Arts, Board of	3	0	0	1	1	33		
Neurological Institute, Kansas	576	63	55	100	155	27		
Norton Correctional Facility	242	20	3	6	9	4		
Nursing, Board of	21	2	1	4	5	24		
Ombudsman for Corrections	4	0	1	1	2	50		
Optometry Examiners, Board of	1	0	0	1	1	100		
Osawatomie State Hospital	424	88	39	120	159	38		
Parole Board, Kansas	4	0	0	2	2	50		
Parsons State Hospital and Training Center	468	56	48	109	157	34		
Pharmacy, Board of	4	1	0	1	1	25		
Pittsburg State University	N/R	N/R	N/R	N/R	N/R	N/R		
Racing and Gaming Commission, Kansas	56	3	8	11	19	34		
Rainbow Mental Health Facility	120	15	17	25	42	35		
Real Estate Appraisal Board, Kansas	2	0	1	0	1	50		
Real Estate Commission, Kansas	12	2	3	1	4	33		
Regents, Board of	39	1	7	10	17	44		
Revenue, Department of	1,126	157	129	215	344	31		
Revisor of Statutes	26	5	3	12	15	58		
Secretary of State	46	7	5	5	10	22		
Securities Commissioner, Office of the	25	3	6	3	9	36		
Sentencing Commission, Kansas	10	0	1	0	1	10		
Social and Rehabilitation Service, Dept. of	3,688	400	498	941	1,439	39		
State Conservation Commission	12	1	0	2	2	17		
Tax Appeals, Board of	27	4	3	5	8	30		
Technical Professions, Board of	5	1	2	2	4	80		
Technology Enterprise Corporation, Kansas	31	1	6	2	8	26		
Topeka Correctional Facility	212	39	6	10	16	8		
Topeka Juvenile Correctional Facility	204	26	24	37	61	30		
Transportation, Kansas Department of	3,119	463	155	332	487	16		
Treasurer, State	48	5	8	6	14	29		
University of Kansas	N/R	N/R	N/R	N/R	N/R	N/R		
Veterans' Affairs, Commission on	319	28	28	54	82	26		
Veterinary Examiners, Board of	3	0	0	0	0	0		
Water Office, Kansas	21	4	4	3	7	33		
Wichita State University	N/R	N/R	N/R	N/R	N/R	N/R		
Wildlife and Parks, Department of	396	37	42	101	143	36		
Winfield Correctional Facility	197	9	9	4	13	7		
Total	22,641	2,670	2,215	4,219	6,434	28		

#### **Agencies with Retirement Eligibles Greater Than 40%**

-Excludes agencies with less than an average of 100 employees for FY 2002.

Aging, Department on	50%
Human Resources, Department of	50%
Education, Department of	45%
Insurance Department	45%
Larned State Hospital	43%

**Comments:** More than half of state agencies will have over one-third of their current workforce retirement eligible within the next five years. Agencies with low employee numbers may have an artificially inflated retirement percentage.

**Source:** SHARP (June 2002); Excludes temporary and student employees. "N/R" indicates retirements, retirement eligibles, and number of employees were not reported for regents institutions.

<sup>\*</sup>The December 2007 Total *includes* all retirement eligibles from January 1996 through December 2007. This *excludes* those that have actually retired from January 1996 through June 2002.

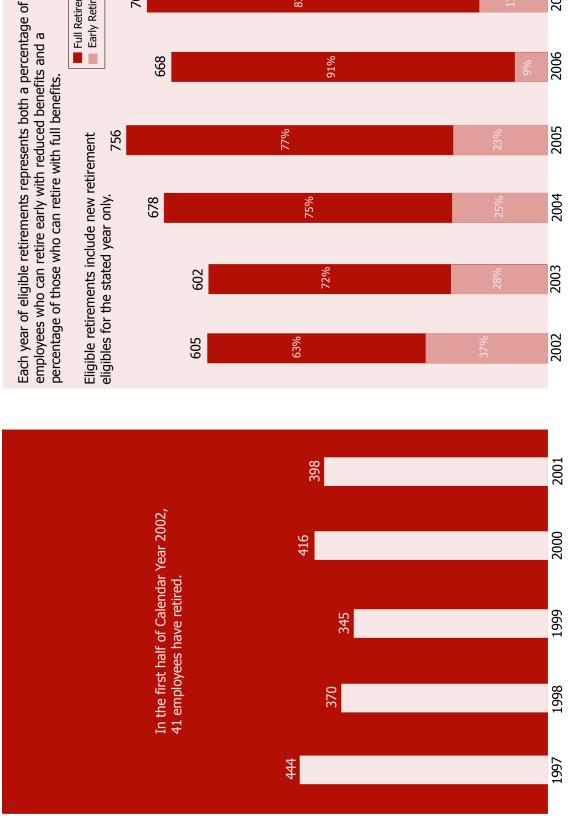
# **Actual and Eligible Retirements**

Full RetirementsEarly Retirements

708

756

899



83%

77%

91%

17% of the current State of Kansas workforce will be retirement eligible by December 2007.

2007

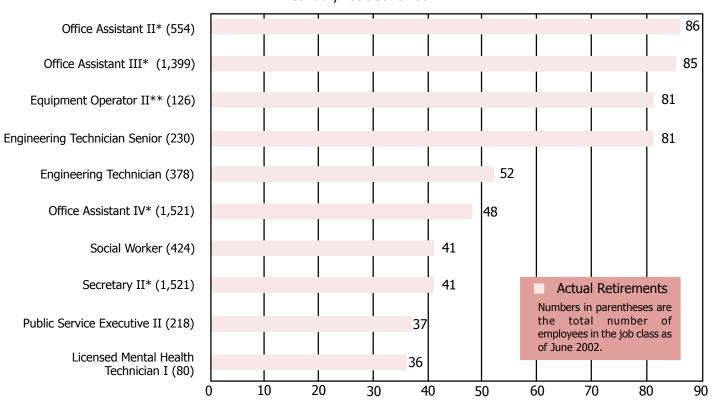
2006

2005

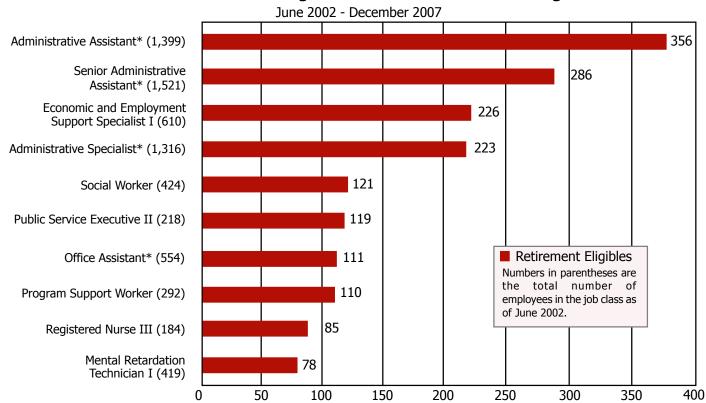
Source: SHARP (June 2002); Eligibilty figures include all employees who contributed to KPERS and who qualified for retirement as of June 2002.

#### **Job Classes with the Highest Number of Actual Retirements**

January 1996-June 2002



#### Job Classes with the Highest Number of Retirement Eligibles

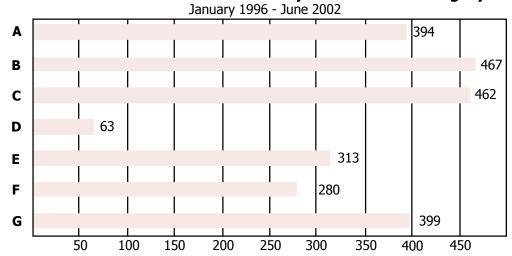


<sup>\*</sup>See reference chart on page 83 for class consolidation and new titles.

Source: SHARP (June 2002); Eligibility figures include all employees who contributed to KPERS and who qualified for retirement as of June 2002.

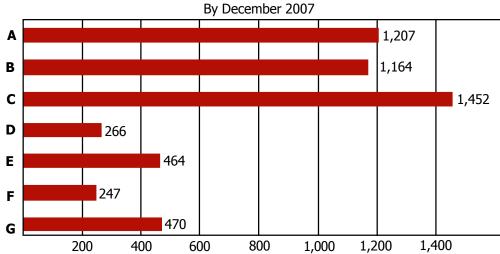
<sup>\*\*</sup>See reference chart on page 84 for class consolidation and new titles.

#### **Actual Classified Retirements by Recruitment Category**



- **A:** Accountants, Auditors, Finanical Examiners, Public Relations, Marketing, Economic Development Professionals, General Business Administrators and Managers, Real Estate and Property Appraisers, Human Resource Professionals and Trainers, Analysts, Consultants, Planners, Legal Professionals and Technicians
- **B:** Administrative Specialists and Office Support Workers
- **C:** Regulatory and Compliance Inspectors, Psychologists, Social Workers, Rehabilitation Counselors, Human Service Professionals and Technicians, Archival, Historical, Museum and Library Professionals and Technicians, Non-Licensed Medical and Health Technicians, Licensed Medical and Health Professionals and Technicians
- **D:** Information Resource Management Professionals and Technicians, Data Processing Professionals and Technicians, Telecommunications Professionals and Technicians
- **E:** Architect and Engineer Professionals and Associates, Animal Medical and Health Professionals and Technicians, Conservation, Horticultural and Wildlife/Forestry Professionals and Technicians, Grain Service Inspectors, Operators and Examiners
- **F:** Protective Service Professionals and Technicians
- **G:** Graphic and Performing Artists, Printing Workers, Building and Electronic Trades Workers, Vehicle, Equipment and Aircraft Mechanics and Operators, Dietetic, Nutrition and Food Services Professionals and Technicians, Miscellaneous Services

#### **Classified Retirement Eligibles by Recruitment Category**



**Comments:** The Retirement Eligibles *include* all retirement eligibles from January 1996 through December 2007 and *exclude* those that have actually retired.

**Source:** SHARP (June 2002); Excludes unclassified employees. Eligibility figures include all employees who were contributing to KPERS and who were qualified for retirement as of June 2002.

#### **Direct and Indirect Compensation Analysis**

Statewide average sick and vacation leave usage for FY 2002 remained similar to FY 2001.

#### Sick Leave\*

- Agencies (with over 100 employees) showing noticeable *declines* in <u>sick</u> leave use are:
  - Aging, Department on
  - Department of Education
  - Historical Society, State
  - Hutchinson Correctional Facility
- Topeka Correctional Facility
- Topeka Juvenile Correctional Facility
- Winfield Correctional Facility
- KHP is the only agency with a noticeable *increase* in <u>sick</u> leave usage.

#### **Vacation Leave\***

- Agencies (with over 100 employees) showing noticeable *declines* in <u>vacation</u> leave use are:
  - Aging, Department on
  - Atchison Juvenile Correctional Facility
- Topeka Correctional Facility
- Topeka Juvenile Correctional Facility

#### **State Compensation Comparison**

The average classified employee salary for Kansas ranked 19th out of 25 states within the Central States Compensation Association.

#### Kansas

Fiscal Year	General Increase
1998	1.0%
1999	1.5%
2000	1.0%
2001	0.0%
2002	3.0%

# Central States (Excluding Kansas)

Fiscal Year	General Increase		
1998	2.8%		
1999	2.9%		
2000	2.7%		
2001	2.7%		
2002	2.0%		

The State of Kansas has historically allocated the majority of the annual salary budget to fund longevity based programs (step movement and longevity payment). These programs (although provided by some states) are not included in the above percentages.

<sup>\*</sup>Regent institutions were not included in the above figures because they do not interface that data to the centralized reporting system.

# **Classified Employees Vacation Leave Use by Agency**

Fiscal Year 2002

	i iscai Te	ai 2002			
Agency Name	Classified	<b>Agency Total</b>		Average Per Employee	
rigency riame	<b>Employees</b>	Hours	Dollars	Hours	Dollars
Accountancy, Board of	2	167.75	1,826.45	83.88	913.23
Adjutant General	54	6,033.75	96,069.66	111.74	1,779.07
Administration, Department of	738	92,525.00	1,571,619.02	125.37	2,129.57
Aging, Department on	116	14,324.25	251,011.93	123.48	2,163.90
Agriculture, Department of	264	33,967.25	610,052.91	128.66	2,310.81
Animal Health Department	28	3,317.75	50,515.02	118.49	1,804.11
Atchison Juvenile Correctional Facility	109	11,170.50	158,827.01	102.48	1,457.13
Attorney General	1	114.00	2,050.50	114.00	2,050.50
Banking Department	71	7,692.25	163,134.42	108.34	2,297.67
Barbering, Board of	1	72.00	962.16	72.00	962.16
Behavioral Sciences Regulatory Board	5	461.25	5,907.13	92.25	1,181.43
Beloit Juvenile Correctional Facility	90	9,717.75	136,588.14	107.98	1,517.65
Blind, School for the	29	3,402.25	45,808.07	117.32	1,579.59
Citizens' Utility Ratepayer Board	1	152.50	2,263.01	152.50	2,263.01
Commerce and Housing, Department of	120	11,849.25	218,098.01	98.74	1,817.48
Corporation Commission, Kansas	129	16,090.00	277,297.07	124.73	2,149.59
Corrections, Department of	299	35,351.75	608,882.64	118.23	2,036.40
Cosmetology, Board of	10	1,133.00	13,395.45	113.30	1,339.55
Credit Unions, Department of	11	1,348.25	28,277.30	122.57	2,570.66
Deaf, School for the	49	5,398.50	69,010.74	110.17	1,408.38
Dental Board, Kansas	1	161.25	1,869.04	161.25	1,869.04
Education, Department of	166	17,556.25	309,241.57	105.76	1,862.90
El Dorado Correctional Facility	449	42,085.75	607,513.91	93.73	1,353.04
Ellsworth Correctional Facility	217	20,806.75	313,375.56	95.88	1,444.13
Emergency Medical Services Board	12	1,370.50	23,450.02	114.21	1,954.17
Emporia State University	N/R	N/R	N/R	N/R	N/R
Fair, Kansas State	19	1,811.75	24,059.82	95.36	1,266.31
Fire Marshal, State	44	5,299.00	96,073.70	120.43	2,183.49
Fort Hays State University	N/R	N/R	N/R	N/R	N/R
Governmental Ethics Commission	N/A	N/A	N/A	N/A	N/A
Governor, Office of the	N/A	N/A	N/A	N/A	N/A
Healing Arts, Board of	23	2,601.25	35,735.01	113.10	1,553.70
Health and Environment, Department of	912	103,423.25	1,933,311.85	113.40	2,119.86
Health Care Stabilization Fund Bd of Governors	8	822.25	\$10,690.62	102.78	1,336.33
Highway Patrol	815	88,142.00	1,563,400.11	108.15	1,918.28
Historical Society, State	124 779	14,930.25	225,567.88	120.41	1,819.10
Human Resources, Department of		94,322.00 3,517.50	1,664,953.08	121.08 125.63	2,137.30
Human Rights Commission, Kansas Hutchinson Correctional Facility	28 513	52,052.50	52,211.81 784,236.55	101.47	1,864.71 1,528.73
Indigents' Defense Services, Board of	63	6,518.75	83,105.27	101.47	1,328.73
Insurance Department	36	4,512.00	55,013.19	125.33	1,519.13
Investigation, Kansas Bureau of	167	19,456.00	372,550.22	116.50	2,230.84
Judicial Council	N/A	N/A	N/A	N/A	N/A
Judiciary	N/A	N/A	N/A	N/A	N/A
Juvenile Justice Authority	26	3,215.00	61,980.85	123.65	2,383.88
Kansas Arts Commission	6	693.75	12,566.27	115.63	2,094.38
Kansas Public Employees Retirement System	69	7,983.75	129,908.75	115.71	1,882.74
Kansas State University	N/R	N/R	N/R	N/R	N/R
Kansas, Inc.	N/A	N/A	N/A	N/A	N/A
KU Medical Center	N/R	N/R	N/R	N/R	N/R
Lansing Correctional Facility	, 686	73,195.25	1,096,335.49	106.70	1,598.16
Larned Correctional Mental Health Facility	182	18,822.50	270,694.38	103.42	1,487.33
Larned Juvenile Correctional Facility	115	12,344.25	171,450.32	107.34	1,490.87
Larned State Hospital	607	73,328.75	979,437.23	120.81	1,613.57
Legislative Coordinating Council	N/A	, N/A	, N/A	N/A	, N/A
Legislative Division of Post Audit	N/A	N/A	N/A	N/A	N/A
Legislative Research Department	N/A	N/A	N/A	N/A	N/A
Legislature	N/A	N/A	N/A	N/A	N/A
Library, State	24	2,845.25	44,770.77	118.55	1,865.45
Lieutenant Governor, Office of the	N/A	N/A	N/A	N/A	N/A

#### **Classified Employees Vacation Leave Use by Agency**

Fiscal Year 2002

Agency Name	Classified Employees	Agen	cy Total	Average Per Employee	
		Hours	Dollars	Hours	Dollars
Lottery, Kansas	38	5,042.00	85,868.81	132.68	2,259.71
Mortuary Arts, Board of	2	206.00	3,017.14	103.00	1,508.57
Neurological Institute, Kansas	570	67,768.00	888,007.02	118.89	1,557.91
Norton Correctional Facility	242	30,465.75	445,901.48	125.89	1,842.57
Nursing, Board of	19	1,930.50	28,329.40	101.61	1,491.02
Ombudsman for Corrections	1	83.00	1,085.23	83.00	1,085.23
Optometry Examiners, Board of	1	0.00	0.00	0.00	0.00
Osawatomie State Hospital	409	48,080.75	660,158.62	117.56	1,614.08
Parole Board, Kansas	N/A	N/A	N/A	N/A	N/A
Parsons State Hospital and Training Center	461	58,133.75	786,747.42	126.10	1,706.61
Pharmacy, Board of	3	508.00	10,803.14	169.33	3,601.05
Pittsburg State University	N/R	N/R	N/R	N/R	N/R
Racing and Gaming Commission, Kansas	39	4,383.25	66,560.10	112.39	1,706.67
Rainbow Mental Health Facility	115	11,593.75	176,543.17	100.82	1,535.16
Real Estate Appraisal Board, Kansas	1	136.00	2,701.84	136.00	2,701.84
Real Estate Commission, Kansas	11	1,072.50	14,737.12	97.50	1,339.74
Regents, Board of	17	1,904.75	32,096.46	112.04	1,888.03
Revenue, Department of	1,094	130,949.25	2,069,878.15	119.70	1,892.03
Revisor of Statutes	N/A	N/A	N/A	N/A	N/A
Secretary of State	N/A	N/A	N/A	N/A	N/A
Securities Commissioner, Office of the	16	2,210.25	43,492.62	138.14	2,718.29
Sentencing Commission, Kansas	N/A	N/A	N/A	N/A	N/A
Social and Rehabilitation Services, Dept. of	3,650	438,372.00	6,890,906.62	120.10	1,887.92
State Conservation Commission	6	1,006.75	17,158.36	167.79	2,859.73
Tax Appeals, Board of	17	2,211.25	26,623.19	130.07	1,566.07
Technical Professions, Board of	3	267.25	3,353.05	89.08	1,117.68
Technology Enterprise Corporation, Kansas	N/A	N/A	N/A	N/A	N/A
Topeka Correctional Facility	212	25,762.50	396,441.08	121.52	1,870.01
Topeka Juvenile Correctional Facility	203	24,016.00	336,294.93	118.31	1,656.63
Transportation, Kansas Department of	3,108	376,487.50	6,022,577.97	121.13	1,937.77
Treasurer, State	18	2,606.75	36,514.61	144.82	2,028.59
University of Kansas	N/R	N/R	N/R	N/R	N/R
Veterans' Affairs, Commission on	313	26,022.25	296,281.71	83.14	946.59
Veterinary Examiners, Board of	N/A	N/A	N/A	N/A	N/A
Water Office, Kansas	20	2,518.25	59,494.18	125.91	2,974.71
Wichita State University	N/R	N/R	N/R	N/R	N/R
Wildlife and Parks, Department of	391	46,618.75	799,502.77	119.23	2,044.76
Winfield Correctional Facility	197	22,277.75	331,532.98	113.09	1,682.91
Total	19,394	2,258,741.00	35,767,709.08	116.47	1,844.27

**Comments:** Agency Total Dollars was determined by calculating the vacation leave for each classified employee and multiplying by the employee's hourly rate of pay when the leave was used. Average vacation leave used per classified employee was determined by calculating the vacation leave for each agency and dividing by the total number of classified employees in the agency as of June 2002.

The Agency Total Hours and the Average Hours Per Employee have decreased three percent and four percent respectively since FY 2001. The Agency Total Dollars and the Average Dollars Per Employee have remained relatively unchanged since FY 2001.

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "N/R" indicates leave and number of employees were not reported for regents institutions. "N/A" indicates agency does not have classified employees.

# **Unclassified Employees Vacation Leave Use by Agency**

Agency Name	Unclassified	Ager	ncy Total	Average Per Employee	
	Employees	Hours	Dollars	Hours	Dollars
Accountancy, Board of	1	96.00	2,378.71	96.00	2,378.71
Adjutant General	155	17,025.25	243,946.79	109.84	1,573.85
Administration, Department of	27	2,976.00	93,981.22	110.22	3,480.79
Aging, Department on	8	956.00	30,690.44	119.50	3,836.31
Agriculture, Department of	11	1,176.00	31,080.42	106.91	, 2,825.49
Animal Health Department	2	200.00	5,662.39	100.00	2,831.20
Atchison Juvenile Correctional Facility	1	88.00	2,872.03	88.00	2,872.03
Attorney General	87	8,525.25	184,287.44	97.99	2,118.25
Banking Department	7	696.00	22,102.20	99.43	3,157.46
Barbering, Board of	1	142.00	2,529.27	142.00	2,529.27
Behavioral Sciences Regulatory Board	3	357.00	5,808.21	119.00	1,936.07
Beloit Juvenile Correctional Facility	1	176.00	6,327.92	176.00	6,327.92
Blind, School for the	59	210.00	8,377.01	3.56	141.98
Citizens' Utility Ratepayer Board	1	84.00	2,983.06	84.00	2,983.06
Commerce and Housing, Department of	21	1,012.75	30,335.41	48.23	1,444.54
Corporation Commission, Kansas	66	7,076.50	185,991.52	107.22	2,818.05
Corrections, Department of	12	1,408.00	47,360.40	117.33	3,946.70
Cosmetology, Board of	1	134.50	2,808.65	134.50	2,808.65
Credit Unions, Department of	1	48.00	1,414.52	48.00	1,414.52
Deaf, School for the	110	80.00	3,452.30	0.73	31.38
Dental Board, Kansas	1	72.00	1,780.25	72.00	1,780.25
Education, Department of	24	3,340.00	114,693.16	139.17	4,778.88
El Dorado Correctional Facility	2	120.00	3,493.38	60.00	1,746.69
Ellsworth Correctional Facility	1	96.00	2,327.64	96.00	2,327.64
Emergency Medical Services Board	1	80.00	2,338.25	80.00	2,338.25
Emporia State University	N/R	N/R	N/R	N/R	N/R
Fair, Kansas State	1	40.00	1,558.35	40.00	1,558.35
Fire Marshal, State	2	120.00	3,001.16	60.00	1,500.58
Fort Hay State University	N/R	N/R	N/R	N/R	N/R
Governmental Ethics Commission	9	1,144.00	21,775.55	127.11	2,419.51
Governor, Office of the	19 6	2,272.00	45,207.14 22,816.41	119.58 149.71	2,379.32
Healing Arts, Board of Health and Environment, Department of	14	898.25 1,467.00	46,697.62	104.79	3,802.74 3,335.54
Health Care Stabilization Fund Bd of Governors	8	1,020.00	22,907.91	127.50	2,863.49
Highway Patrol	5	644.00	20,293.02	128.80	4,058.60
Historical Society, State	1	96.00	3,461.73	96.00	3,461.73
Human Resources, Department of	43	3,013.00	83,386.15	70.07	1,939.21
Human Rights Commission, Kansas	4	292.00	8,530.52	73.00	2,132.63
Hutchinson Correctional Facility	1	8.00	182.42	8.00	182.42
Indigents' Defense Services, Board of	95	7,972.00	184,079.95	83.92	1,937.68
Insurance Department	97	9,401.50	210,867.56	96.92	2,173.89
Investigation, Kansas Bureau of	7	820.00	31,024.06	117.14	4,432.01
Judicial Council	5	340.50	6,577.82	68.10	1,315.56
Judiciary	1,783	180,917.25	2,798,647.86	101.47	1,569.63
Juvenile Justice Authority	10	1,389.00	43,890.74	138.90	, 4,389.07
Kansas Arts Commission	1	72.00	2,353.19	72.00	2,353.19
Kansas Public Employees Retirement System	13	1,546.00	61,747.77	118.92	4,749.83
Kansas State University	N/R	N/R	N/R	N/R	N/R
Kansas, Inc.	3	294.00	6,706.42	98.00	2,235.47
KU Medical Center	N/R	N/R	N/R	N/R	N/R
Lansing Correctional Facility	1	108.00	2,261.01	108.00	2,261.01
Larned Correctional Mental Health Facility	N/A	N/A	N/A	N/A	N/A
Larned Juvenile Correctional Facility	1	176.00	5,374.43	176.00	5,374.43
Larned State Hospital	20	2,470.25	116,805.24	123.51	5,840.26
Legislative Coordinating Council	11	1,219.50	23,381.01	110.86	2,125.55
Legislative Division of Post Audit	20	2,640.00	74,311.34	132.00	3,715.57
Legislative Research Department	35	3,624.00	93,915.22	103.54	2,683.29
Legislature	34	2,473.25	40,083.00	72.74	1,178.91
Library, State	4	313.00	8,459.69	78.25	2,114.92
Lieutenant Governor, Office of the	1	171.50	2,278.28	171.50	2,278.28

# **Unclassified Employees Vacation Leave Use by Agency**

Fiscal Year 2002

Agency Name	Unclassified Employees			Average Per Employee		
	Lilipioyees	Hours	Dollars	Hours	Dollars	
Lottery, Kansas	36	3,854.00	71,041.78	107.06	1,973.38	
Mortuary Arts, Board of	1	76.00	2,113.24	76.00	2,113.24	
Neurological Institute, Kansas	6	380.00	14,415.01	63.33	2,402.50	
Norton Correctional Facility	N/A	N/A	N/A	N/A	N/A	
Nursing, Board of	2	128.00	3,463.62	64.00	1,731.81	
Ombudsman for Corrections	3	354.50	6,771.94	118.17	2,257.31	
Optometry Examiners, Board of	N/A	N/A	N/A	N/A	N/A	
Osawatomie State Hospital	15	2,003.00	102,498.89	133.53	6,833.26	
Parole Board, Kansas	4	520.00	24,409.16	130.00	6,102.29	
Parsons State Hospital and Training Center	7	976.00	39,516.54	139.43	5,645.22	
Pharmacy, Board of	1	32.00	865.28	32.00	865.28	
Pittsburg State University	N/R	N/R	N/R	N/R	N/R	
Racing and Gaming Commission, Kansas	17	1,582.00	40,904.31	93.06	2,406.14	
Rainbow Mental Health Facility	5	409.00	22,081.62	81.80	4,416.32	
Real Estate Appraisal Board, Kansas	1	212.00	5,493.13	212.00	5,493.13	
Real Estate Commission, Kansas	1	32.00	846.16	32.00	846.16	
Regents, Board of	22	2,616.00	84,244.08	118.91	3,829.28	
Revenue, Department of	32	2,396.25	67,705.07	74.88	2,115.78	
Revisor of Statutes	26	2,783.00	72,672.62	107.04	2,795.10	
Secretary of State	46	4,886.75	80,218.76	106.23	1,743.89	
Securities Commissioner, Office of the	9	818.00	23,174.99	90.89	2,575.00	
Sentencing Commission, Kansas	10	658.50	11,133.97	65.85	1,113.40	
Social and Rehabilitation Services, Dept. of	38	4,785.00	159,530.79	125.92	4,198.18	
State Conservation Commission	6	666.25	17,011.05	111.04	2,835.18	
Tax Appeals, Board of	10	568.00	16,147.38	56.80	1,614.74	
Technical Professions, Board of	2	264.00	6,884.05	132.00	3,442.03	
Technology Enterprise Corporation, Kansas	31	2,463.00	56,520.15	79.45	1,823.23	
Topeka Correctional Facility	N/A	N/A	N/A	N/A	N/A	
Topeka Juvenile Correctional Facility	1	0.00	0.00	0.00	0.00	
Transportation, Kansas Department of	11	1,307.00	48,563.60	118.82	4,414.87	
Treasurer, State	30	3,162.50	62,833.70	105.42	2,094.46	
University of Kansas	N/R	N/R	N/R	N/R	N/R	
Veterans' Affairs, Commission on	6	348.00	8,801.93	58.00	1,466.99	
Veterinary Examiners, Board of	3	377.00	6,721.56	125.67	2,240.52	
Water Office, Kansas	1	136.00	4,854.65	136.00	4,854.65	
Wichita State University	N/R	N/R	N/R	N/R	N/R	
Wildlife and Parks, Department of	5	752.00	21,387.98	150.40	4,277.60	
Winfield Correctional Facility	N/A	N/A	N/A	N/A	N/A	
Total	3,246	312,683.00	6,114,432.17	96.33	1,883.68	

**Comments:** Agency Total Dollars was determined by calculating the vacation leave for each unclassified employee and multiplying by the employee's hourly rate of pay when the leave was used. Average vacation leave used per unclassified employee was determined by calculating the vacation leave used for each agency and dividing by the total number of unclassified employees in the agency as of June 2002.

The Agency Total Hours and the Average Hours Per Employee decreased three percent and two percent respectively from FY 2001. The Agency Total Dollars and the Average Dollars Per Employee have remained relatively unchanged since FY 2001.

**Source:** SHARP (June 2002); Excludes classified, temporary, and student employees. "N/R" indicates leave and number of employees were not reported for regents institutions. "N/A" indicates agency does not have unclassified employees.

# **Classified Employees Sick Leave Use by Agency**

Agency Name	Classified	Agency Total		Average Per Employee	
<b> </b>	<b>Employees</b>	Hours	Dollars	Hours .	, Dollars
Accountancy, Board of	2	340.25	3,821.85	170.13	1,910.93
Adjutant General	54	3,352.00	51,202.34	62.07	948.19
Administration, Department of	738	53,055.00	829,677.25	71.89	1,124.22
Aging, Department on	116	9,365.50	160,181.80	80.74	1,380.88
Agriculture, Department of	264	19,162.70	321,892.98	72.59	1,219.29
Animal Health Department	28	1,925.75	25,977.91	68.78	927.78
Atchison Juvenile Correctional Facility	109	8,230.00	109,616.20	75.50	1,005.65
Attorney General	1	30.00	538.04	30.00	, 538.04
Banking Department	71	3,806.25	76,543.37	53.61	1,078.08
Barbering, Board of	1	52.00	693.96	52.00	693.96
Behavioral Sciences Regulatory Board	5	316.75	4,063.36	63.35	812.67
Beloit Juvenile Correctional Facility	90	5,305.00	74,380.80	58.94	826.45
Blind, School for the	29	1,814.25	23,552.05	62.56	812.14
Citizens' Utility Ratepayer Board	1	55.50	819.27	55.50	819.27
Commerce and Housing, Department of	120	7,741.75	134,713.05	64.51	1,122.61
Corporation Commission, Kansas	129	8,648.00	144,221.40	67.04	1,118.00
Corrections, Department of	299	19,632.75	312,842.27	65.66	1,046.30
Cosmetology, Board of	10	522.25	5,901.09	52.23	590.11
Credit Unions, Department of	11	434.00	9,602.59	39.45	872.96
Deaf, School for the	49	3,213.75	36,347.11	65.59	741.78
Dental Board, Kansas	1	45.50	503.19	45.50	503.19
Education, Department of	166	10,501.50	183,085.86	63.26	1,102.93
El Dorado Correctional Facility	449	27,847.20	373,952.19	62.02	832.86
Ellsworth Correctional Facility	217	11,598.50	167,965.49	53.45	774.03
Emergency Medical Services Board	12	888.75	14,213.46	74.06	1,184.46
Emporia State University	N/R	N/R	N/R	N/R	N/R
Fair, Kansas State	19	965.25	12,642.67	50.80	665.40
Fire Marshal, State	44	3,070.00	53,736.85	69.77	1,221.29
Fort Hays State University	N/R	N/R	N/R	N/R	N/R
Governmental Ethics Commission	N/A	N/A	N/A	N/A	N/A
Governor, Office of the	N/A	N/A	N/A	N/A	N/A
Healing Arts, Board of Health and Environment, Department of	23 912	1,676.25 62,345.20	20,817.89 1,104,606.05	72.88 68.36	905.13 1,211.19
Health Care Stabilization Fund Bd of Governors	8	638.00	7,363.42	79.75	920.43
Highway Patrol	815	44,698.00	736,400.26	54.84	903.56
Historical Society, State	124	7,884.75	112,389.29	63.59	906.37
Human Resources, Department of	779	56,547.20	944,327.71	72.59	1,212.23
Human Rights Commission, Kansas	28	1,737.75	24,520.19	62.06	875.72
Hutchinson Correctional Facility	513	28,207.50	396,274.48	54.99	772.46
Indigents' Defense Services, Board of	63	5,330.75	65,518.76	84.62	1,039.98
Insurance Department	36	3,396.00	39,919.20	94.33	1,108.87
Investigation, Kansas Bureau of	167	10,231.20	187,496.83	61.26	1,122.74
Judicial Council	N/A	N/A	N/A	N/A	N/A
Judiciary	N/A	N/A	N/A	N/A	N/A
Juvenile Justice Authority	26	1,804.00	34,454.57	69.38	1,325.18
Kansas Arts Commission	6	658.50	12,257.25	109.75	2,042.88
Kansas Public Employees Retirement System	69	5,250.00	78,203.76	76.09	1,133.39
Kansas State University	N/R	N/R	N/R	N/R	N/R
Kansas, Inc.	N/A	N/A	N/A	N/A	N/A
KU Medical Center	N/R	N/R	N/R	N/R	N/R
Lansing Correctional Facility	686	51,800.20	740,277.62	75.51	1,079.12
Larned Correctional Mental Health Facility	182	12,949.50	176,481.31	71.15	969.68
Larned Juvenile Correctional Facility	115	9,974.25	131,866.97	86.73	1,146.67
Larned State Hospital	607	51,213.25	653,107.90	84.37	1,075.96
Legislative Coordinating Council	N/A	N/A	N/A	N/A	N/A
Legislative Division of Post Audit	N/A	N/A	N/A	N/A	N/A
Legislative Research Department	N/A	N/A	N/A	N/A	N/A
Legislature	N/A	N/A	N/A	N/A	N/A
Library, State	24 N/A	1,375.00	18,886.66	57.59	786.94
Lieutenant Governor, Office of the	N/A	N/A	N/A	N/A	N/A

# **Classified Employees Sick Leave Use by Agency**

Fiscal Year 2002

Agency Name	Classified	Agen	cy Total	Average Per Employee	
	Employees	Hours	Dollars	Hours	<b>Dollars</b>
Lottery, Kansas	38	3,195.50	47,378.71	84.09	1,246.81
Mortuary Arts, Board of	2	87.75	1,037.82	43.88	518.91
Neurological Institute, Kansas	570	46,474.25	581,701.24	81.53	1,020.53
Norton Correctional Facility	242	19,602.50	277,352.86	81.00	1,146.09
Nursing, Board of	19	1,408.00	20,504.14	74.11	1,079.17
Ombudsman for Corrections	1	58.00	760.18	58.00	760.18
Optometry Examiners, Board of	1	0.00	0.00	0.00	0.00
Osawatomie State Hospital	409	33,884.50	435,322.73	82.85	1,064.36
Parole Board, Kansas	N/A	N/A	N/A	N/A	N/A
Parsons State Hospital and Training Center	461	39,628.00	522,585.36	85.96	1,133.59
Pharmacy, Board of	3	283.50	5,040.30	94.50	1,680.10
Pittsburg State University	N/R	N/R	N/R	N/R	N/R
Racing and Gaming Commission, Kansas	39	2,560.25	37,533.13	65.65	962.39
Rainbow Mental Health Facility	115	7,895.50	113,904.90	68.66	990.48
Real Estate Appraisal Board, Kansas	1	108.00	2,152.92	108.00	2,152.92
Real Estate Commission, Kansas	11	892.00	11,986.39	81.09	1,089.67
Regents, Board of	17	1,151.00	20,383.73	67.71	1,199.04
Revenue, Department of	1,094	79,449.50	1,185,587.36	72.62	1,083.72
Revisor of Statutes	N/A	, N/A	N/A	N/A	N/A
Secretary of State	N/A	N/A	N/A	N/A	N/A
Securities Commissioner, Office of the	16	1,589.50	29,203.92	99.34	1,825.25
Sentencing Commission, Kansas	N/A	N/A	N/A	N/A	N/A
Social and Rehabilitation Services, Dept. of	3,650	265,123.25	3,953,953.18	72.64	1,083.27
State Conservation Commission	6	1,375.50	30,778.76	229.25	5,129.79
Tax Appeals, Board of	17	1,487.00	18,191.97	87.47	1,070.12
Technical Professions, Board of	3	138.75	1,655.33	46.25	551.78
Technology Enterprise Corporation, Kansas	N/A	N/A	N/A	N/A	N/A
Topeka Correctional Facility	212	14,658.50	210,119.84	69.14	991.13
Topeka Juvenile Correctional Facility	203	17,695.50	244,580.26	87.17	1,204.83
Transportation, Kansas Department of	3,108	215,156.25	3,216,839.29	69.23	1,035.02
Treasurer, State	18	1,085.75	15,214.41	60.32	845.25
University of Kansas	N/R	N/R	N/R	N/R	N/R
Veterans' Affairs, Commission on	313	18,520.75	200,730.47	59.17	641.31
Veterinary Examiners, Board of	N/A	N/A	N/A	N/A	N/A
Water Office, Kansas	20	1,164.00	26,761.66	58.20	1,338.08
Wichita State University	N/R	N/R	N/R	N/R	N/R
Wildlife and Parks, Department of	391	21,426.25	350,682.85	54.80	896.89
Winfield Correctional Facility	197	10,349.75	143,485.13	52.54	728.35
Total	19,394	1,366,086.45	20,323,284.36	70.44	1,047.92

**Comments:** Agency Total Dollars was determined by calculating the sick leave for each classified employee and multiplying by the employee's hourly rate of pay when the leave was used. Average sick leave used per classified employee was determined by calculating the sick leave for each agency and dividing by the total number of classified employees in the agency as of June 2002.

The Agency Total Hours and the Average Hours Per Employee both decreased approximately three percent from FY 2001. The Agency Total Dollars and the Average Dollars Per Employee increased two percent and one percent respectively from FY 2001.

**Source:** SHARP (June 2002); Excludes unclassified, temporary, and student employees. "N/R" indicates leave and number of employees were not reported for regents institutions. "N/A" indicates agency does not have classified employees.

# Unclassified Employees Sick Leave Use by Agency Fiscal Year 2002

Agency Name	Unclassified	Agency Total		Average Per Employee	
Agency Nume	Employees	Цанка	Dollare	-	-
A		Hours	Dollars	Hours	Dollars
Accountancy, Board of	1	20.00	494.58	20.00	494.58
Adjutant General	155	12,816.75	177,011.49 33,511.09	82.69	1,142.01
Administration, Department of Aging, Department of	27 8	1,148.00	,	42.52 45.00	1,241.15
	11	360.00	11,085.21	48.36	1,385.65
Agriculture, Department on	2	532.00 176.00	14,141.60	88.00	1,285.60
Animal Health Department Atchison Juvenile Correctional Facility	1	12.00	4,526.72 392.31	12.00	2,263.36 392.31
Attorney General	87	5,222.50	105,747.34	60.03	1,215.49
Banking Department	7	384.00	11,835.10	54.86	1,690.73
Barbering, Board of	1	107.00	1,898.10	107.00	1,898.10
Behavioral Sciences Regulatory Board	3	232.75	4,034.08	77.58	1,344.69
Beloit Juvenile Correctional Facility	1	28.00	1,012.04	28.00	1,012.04
Blind, School for the	59	3,529.25	56,620.84	59.82	959.68
Citizens' Utility Ratepayer Board	1	12.00	423.70	12.00	423.70
Commerce and Housing, Department of	21	526.00	12,712.34	25.05	605.35
Corporation Commission, Kansas	66	3,284.00	83,649.42	49.76	1,267.42
Corrections, Department of	12	680.00	23,176.06	56.67	1,931.34
Cosmetology, Board of	1	28.00	, 586.26	28.00	586.26
Credit Unions, Department of	1	72.00	2,150.09	72.00	2,150.09
Deaf, School for the	110	6,478.75	103,905.99	58.90	944.60
Dental Board, Kansas	1	92.00	2,269.72	92.00	2,269.72
Education, Department of	24	1,071.50	35,471.21	44.65	1,477.97
El Dorado Correctional Facility	2	152.00	4,513.43	76.00	2,256.72
Ellsworth Correctional Facility	1	328.00	7,910.86	328.00	7,910.86
Emergency Medical Services Board	1	32.00	935.30	32.00	935.30
Emporia State University	N/R	N/R	N/R	N/R	N/R
Fair, Kansas State	1	0.00	0.00	0.00	0.00
Fire Marshal, State	2	48.00	1,097.70	24.00	548.85
Fort Hays State University	N/R	N/R	N/R	N/R	N/R
Governmental Ethics Commission	9	528.00	9,499.03	58.67	1,055.45
Governor, Office of the	19	1,536.00	28,611.70	80.84	1,505.88
Healing Arts, Board of	6	226.00	5,665.04	37.67	944.17
Health and Environment, Department of	14	594.00	18,534.11	42.43	1,323.87
Health Care Stabilization Fund Bd of Governors	8	508.00	11,444.55	63.50	1,430.57
Highway Patrol	5	224.00	6,542.08	44.80	1,308.42
Historical Society, State	1	81.00	2,731.97	81.00	2,731.97
Human Resources, Department of	43	1,607.00	37,896.87	37.37	881.32
Human Rights Commission, Kansas	4	152.00	4,017.60	38.00	1,004.40
Hutchinson Correctional Facility	1	4.00	91.21	4.00	91.21
Indigents' Defense Services, Board of	95	4,476.00	100,886.60	47.12	1,061.96
Insurance Department	97	5,982.75	131,007.05	61.68	1,350.59
Investigation, Kansas Bureau of	7	300.00	12,133.17	42.86	1,733.31
Judicial Council	5	258.00	4,186.55	51.60	837.31
Judiciary Juvenile Justice Authority	1,783 10	105,151.75 579.50	1,531,663.34	58.97 57.95	859.04
Kansas Arts Commission	1		17,822.09		1,782.21
Kansas Public Employees Retirement System	13	0.00 558.25	0.00 19,434.15	0.00 42.94	0.00 1,494.93
Kansas State University	N/R	N/R	19,454.15 N/R	N/R	1,797.93 N/R
Kansas, Inc.	3	249.00	8,236.41	83.00	2,745.47
KU Medical Center	N/R	N/R	0,230.41 N/R	N/R	2,743.47 N/R
Lansing Correctional Facility	1	20.00	417.27	20.00	417.27
Larned Correctional Mental Health Facility	N/A	N/A	N/A	N/A	N/A
Larned Juvenile Correctional Facility	1	16.00	492.38	16.00	492.38
Larned State Hospital	20	1,138.50	53,809.58	56.93	2,690.48
Legislative Coordinating Council	11	478.00	7,755.42	43.45	705.04
Legislative Division of Post Audit	20	1,491.00	38,076.19	74.55	1,903.81
Legislative Research Department	35	2,456.00	62,651.25	70.17	1,790.04
Legislature	34	1,055.00	16,360.69	31.03	481.20
Library, State	4	37.50	1,055.62	9.38	263.91
Lieutenant Governor, Office of the	1	39.00	494.94	39.00	494.94
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# **Unclassified Employees Sick Leave Use by Agency**

Fiscal Year 2002

Agency Name	Unclassified Employees	Agei	ncy Total	Average Per Employee		
	Lilipioyees	Hours	Dollars	Hours	Dollars	
Lottery, Kansas	36	1,851.00	31,716.51	51.42	1,047.68	
Mortuary Arts, Board of	1	12.00	337.61	12.00	337.61	
Neurological Institute, Kansas	6	80.00	3,851.15	13.33	641.86	
Norton Correctional Facility	N/A	N/A	N/A	N/A	N/A	
Nursing, Board of	2	116.00	3,025.14	58.00	1,512.57	
Ombudsman for Corrections	3	288.50	5,394.93	96.17	1,798.31	
Optometry Examiners, Board of	N/A	N/A	N/A	N/A	N/A	
Osawatomie State Hospital	15	863.00	34,957.20	57.53	2,330.48	
Parole Board, Kansas	4	80.00	3,741.12	20.00	935.28	
Parsons State Hospital and Training Center	7	135.00	3,069.57	19.29	438.51	
Pharmacy, Board of	1	24.00	653.79	24.00	653.79	
Pittsburg State University	N/R	N/R	N/R	N/R	N/R	
Racing and Gaming Commission, Kansas	17	863.00	23,093.21	50.76	1,358.42	
Rainbow Mental Health Facility	5	164.00	10,253.35	32.80	2,050.67	
Real Estate Appraisal Board, Kansas	1	32.00	829.16	32.00	829.16	
Real Estate Commission, Kansas	1	92.00	2,386.56	92.00	2,386.56	
Regents, Board of	22	1,417.00	42,704.36	64.41	1,941.11	
Revenue, Department of	32	1,456.75	37,750.07	45.52	1,179.69	
Revisor of Statutes	26	1,788.00	46,441.96	68.77	1,786.23	
Secretary of State	46	3,402.25	53,065.42	73.96	1,153.60	
Securities Commissioner, Office of the	9	440.00	12,330.09	48.89	1,370.01	
Sentencing Commission, Kansas	10	502.50	8,741.44	50.25	874.14	
Social and Rehabilitation Services, Dept. of	38	1,907.50	60,845.68	50.20	1,601.20	
State Conservation Commission	6	337.50	7,142.94	56.25	1,190.49	
Tax Appeals, Board of	10	512.00	11,237.39	51.20	1,123.74	
Technical Professions, Board of	2	244.00	5,690.99	122.00	2,845.50	
Technology Enterprise Corporation, Kansas	31	1,636.00	33,973.28	52.77	1,095.91	
Topeka Correctional Facility	N/A	N/A	N/A	N/A	N/A	
Topeka Juvenile Correctional Facility	1	8.00	253.75	8.00	253.75	
Transportation, Kansas Department of	11	251.00	8,548.34	22.82	777.12	
Treasurer, State	30	1,625.50	29,953.28	54.18	998.44	
University of Kansas	N/R	N/R	N/R	N/R	N/R	
Veterans' Affairs, Commission on	6	128.00	3,043.13	21.33	507.19	
Veterinary Examiners, Board of	3	116.50	1,525.52	38.83	508.51	
Water Office, Kansas	1	64.00	2,287.80	64.00	2,287.80	
Wichita State University	N/R	N/R	N/R	N/R	N/R	
Wildlife and Parks, Department of	5	346.00	6,632.07	69.20	1,326.41	
Winfield Correctional Facility	N/A	N/A	N/A	N/A	N/A	
Total	3,246	187,901.75	3,328,106.25	57.89	1,025.29	

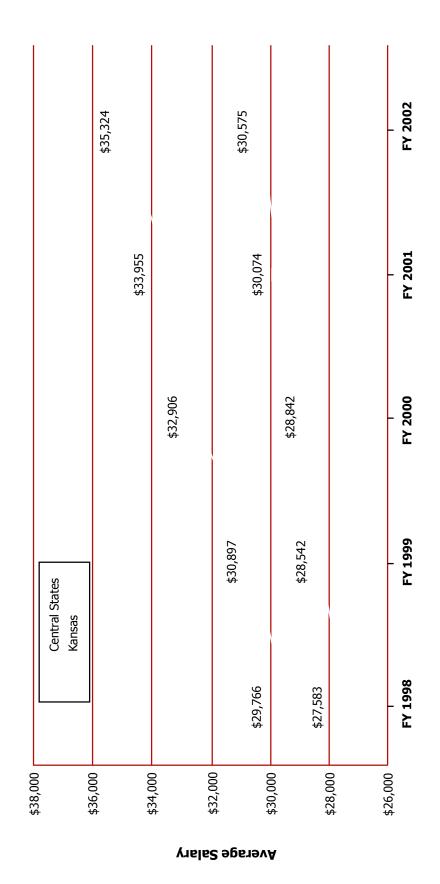
**Comments:** Agency Total Dollars was determined by calculating the sick leave for each unclassified employee and multiplying by the employee's hourly rate of pay when the leave was used. Average sick leave used per unclassified employee was determined by calculating the sick leave for each agency and dividing by the total number of unclassified employees in the agency as of June 2002.

The Agency Total Hours, the Agency Total Dollars, the Average Hours Per Employee, and the Average Dollars Per Employee have all decreased significantly from FY 2001. The decreases range from 41 percent to 46 percent.

**Source:** SHARP (June 2002); Excludes classified, temporary, and student employees. "N/R" indicates leave and number of employees were not reported for regents institutions. "N/A" indicates agency does not have unclassified employees.

# Average Salaries for Kansas Classified Employees vs. Central States

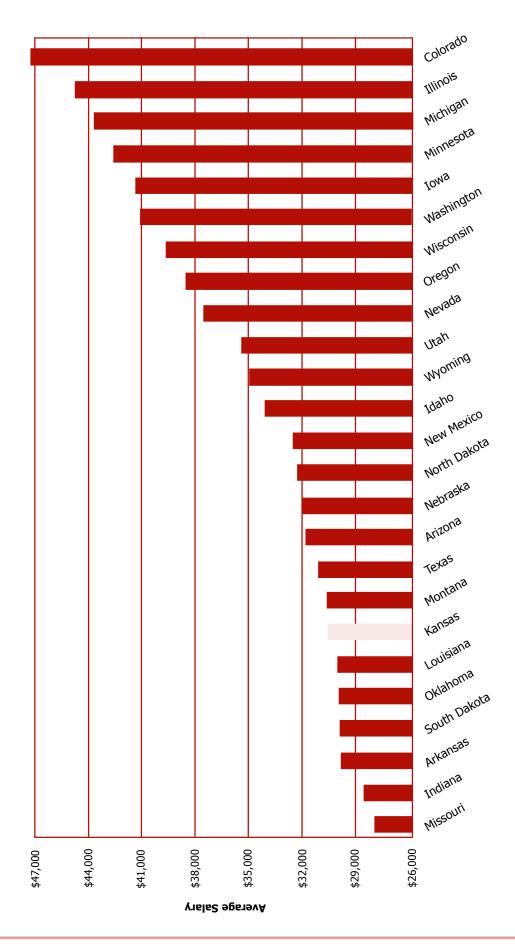
The gap is widening.



Comments: Various factors contribute to change in the average annual salary. Many employees are eligible for step movement within the pay plan each year, approximately a 2.5% increase. General increases are based on legislative approval.

Source: Prior annual reports, KIPPS data; SHARP (June 2001); 2001 Central States Compensation Association. Excludes unclassified, temporary, and student employees.

Average Classified Employee Salary for Central States



Comments: The average classified salary for Kansas ranked 19th in comparison to the other 24 Central States averages for FY 2002.

Source: 2002 Central States Compensation Association.

# Employment and Average Salaries In All State and Local Governments, 2000 and 2001

State	FTE per 10,00	00 Population	2001			2001
State	2000	2001	Rank	2000 (\$)	2001 (\$)	Rank
Alabama	179	190	19	32,664	36,307	29
Alaska	365	382	2	44,867	44,907	7
<i>Arizona</i>	126	127	44	35,034	36,690	27
Arkansas	183	192	16	33,601	<i>33,797</i>	<i>38</i>
California	105	110	49	51,035	54,329	1
Colorado	<i>153</i>	<i>157</i>	33	44,244	45,432	6
Connecticut	193	194	14	45,063	47,599	4
Delaware	303	310	3	37,257	39,373	18
Florida	116	117	47	36,842	36,911	25
Georgia	147	148	37	33,907	35,082	33
Hawaii	453	453	1	34,720	35,061	34
<i>Idaho</i>	<i>175</i>	179	23	33,961	34,281	<i>36</i>
Illinois	103	105	50	38,431	40,644	16
Indiana	136	<i>142</i>	<i>39</i>	34,732	36,029	<i>32</i>
Iowa	189	187	22	40,809	42,282	13
Kansas	158	164	29	34,867	36,212	30
Kentucky	183	190	18	35,271	36,329	28
Louisiana	212	210	10	32,785	33,474	<i>42</i>
Maine	161	169	27	34,362	37,181	23
Maryland	173	172	26	38,980	42,833	12
Massachusetts	151	150	36	43,346	46,157	5
Michigan	143	142	<i>40</i>	42,602	44,437	10
Minnesota	149	154	34	42,331	44,534	8
Mississippi	195	200	12	31,968	32,185	50
Missouri	163	165	28	31,082	32,378	49
Montana	199	215	9	34,175	33,644	40
Nebraska	174	191	17	28,716	<i>32,649</i>	46
Nevada	112	191 116	48	<i>39,384</i>	40,631	17
New Hampshire	152	153	35	35,264	36,873	26
New Jersey	158	163	30	47,608	49,538	20
New Mexico	263	263	4	32,883	33,041	44
New York	132	133	41	45,475	48,055	3
North Carolina	153	161	31	35,270	36,037	31
North Dakota	246	248	<i>5</i>	32,384	32,822	45
Ohio	120	123	46	38,248	39,383	19
Oklahoma	187	123 188	21	32,931	33,920	37
Oregon	156	158 158	32	<i>37,618</i>	<i>38,508</i>	21
_	122	125	<i>32</i> 45			14
Pennsylvania	187	192	45 15	40,379	41,968	11
Rhode Island	196		11	43,779	44,256	41
South Carolina	190 177	202		32,251	33,581	
South Dakota		176	<i>24</i>	<i>31,202</i>	32,427	<i>48</i>
Tennessee	143	145	38	32,408	33,758	39
Texas	129 221	<i>129</i>	43	<i>36,291</i>	36,973	24 25
Utah Varra arab	<i>221</i>	<i>233</i>	6	<i>32,942</i>	34,461	<i>35</i>
Vermont	224	224	8	37,254	39,166	20
Virginia	168	175	25	37,190	37,490	22
Washington	191	189	20	39,810	41,776	15
West Virginia	177	195	13	31,781	32,535	47
Wisconsin	119	129	<i>42</i>	43,438	44,525	9
Wyoming	227	226	7	<i>30,457</i>	33,061	<i>43</i>

Italicized data represents Central States Compensation Association member states.

	2000	2001
Average FTE per 10,000 population for all states:	145	149
Average FTE per 10,000 population for Kansas:	158	164
Average annual salary for all states:	39,031	40,647
Average annual salary for Kansas:	34,867	36,212

**Comments:** The U.S. Bureau of the Census relies on government reports, financial statements, and state accounting or payroll systems as a major statistical source. Bureau statistics include data drawn not only from the central records of a government's finance or payroll office, but also those of dependent educational institutions, semi-autonomous boards, special authorities, and may include city and county governments. Thus, Bureau statistics often do not agree with those issued by the governments themselves.

Source: U.S. Bureau of the Census internet site, http://www.census.gov/govs/www/apesst.html (accessed July 2002).

# **Information Technology (IT) Bonus Program**

In an effort to enhance recruitment and retention of Information Technology employees, the State of Kansas implemented the Information Technology Bonus Program during Calendar Year 1997.

## **Types of IT Bonuses**

#### **Mission Critical Skills Bonus**

- IT employees whose skills are needed in a mission critical area
- Up to 10% of Annual base pay
- Annual increases in bonus up to 13%

#### **Mission Critical Project Bonus**

- IT employees assigned to specific projects
- Up to 10% of annual base pay for successful completion of project

#### **Recruitment Bonus**

• \$500 for state employees who successfully recruit IT employees from outside state government for specific jobs

#### **Signing Bonus**

• Up to \$3,000 for prospective employees who possess certain skills

## **Skills Acquisition Bonus**

- IT employees who acquire designated key skills and demonstrate proficiency
- Up to 10% of annual base pay

Information Techology bonuses generally average between \$3,600 and \$4,400 per recipient.

**Total IT Bonus Dollars Paid Out** \$2,000,000 \$1,500,000 Bonus Amount: **\$3,806** 619 Total Paid Out: \$1,767,846 Average Bonus Amount: **\$3,706** \$1,000,000 \$3, **\$** \$1,001,315 Paid Out: \$1,385,217 Total Paid Out: \$1,652,668 Paid Out: \$1,635,573 age Bonus Amount: **\$3** Bonus Amount: Average Bonus Amount: \$500,000 Paid Out: Recipients: \$250,000 Average F Average F Average Total Total Total \$0 **FY 2000 FY 2001 FY 2002 FY 1998 FY 1999** Number of IT 924 970 981 1,025 1,059 **Employees** 

Fiscal Year 1998 to 2002

**Source:** SHARP (June 2002): Excludes regents, unclassified, temporary, and student employees.

# **Engineering Bonus Program**

Directive No. 00-296, implemented in Calendar Year 2000, established signing, recruitment, and retention bonuses for engineering employees in the Kansas Department of Transportation.

# **Types of Engineering Bonuses**

#### **Recruitment Bonus**

• \$500 for state employees who successfully recruit engineering employees

#### **Retention Bonus**

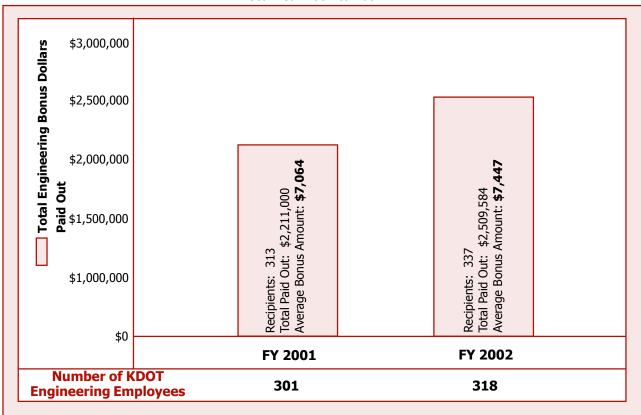
- 10% of annual base pay paid at the time of the employee's evaluation
- For Professionally Licensed Employees: 15% of annual base pay paid at the time of the employee's evaluation.

# **Signing Bonus**

• 10% of the employee's annual starting pay.

Engineering bonuses generally average between \$7,000 and \$7,500 per recipient.

Fiscal Year 2001 to 2002



**Source:** SHARP (June 2002); Excludes regents, unclassified, temporary, and student employees.

# **Corrections Bonus Program**

In Calendar Year 2001, recruitment and signing bonuses were implemented for the Department of Corrections and its facilities in order to hire and retain Corrections Officers, as well reward Department of Corrections' employees for their recruitment efforts.

# **Types of Corrections Bonuses**

#### **Recruitment Bonus**

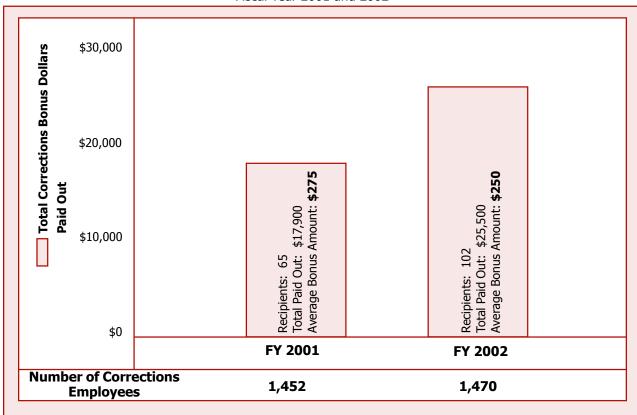
- A total of \$500 is given in two payments to Department of Correction's employees who successfully recruit Corrections Officers I(A), I(B), or II:
  - First Payment: \$250 given after the recruit completes basic training as a Corrections Officer I(A) or 6 weeks of satisfactory service as a Corrections Officer I(B) or a Corrections Officer II.
- Second Payment: \$250 given after the recruit completes 12 consecutive months of uniform service with Kansas Department of Corrections.

#### **Signing Bonus**

- A total of \$500 is given in 3 payments to Corrections Officer I(A), I(B), and II:
  - First Payment: \$200 is given in the second pay period with the Department.
  - Second Payment: \$200 is given after completion of basic training for a Corrections Officer I(A) or 6 weeks of satisfactory service as a Corrections Officer I(B) or Corrections Officer II.
  - Third Payment: \$100 is given after 12 consecutive months of uniformed service with Kansas Department of Corrections.

Corrections bonuses generally average between \$250 and \$275 per recipient.

Fiscal Year 2001 and 2002



Source: SHARP (June 2002); Excludes regents, unclassified, temporary, and student employees.

# **Kansas Savings Incentive Program (KSIP)**

The State of Kansas implemented the Kansas Savings Incentive Program during Fiscal Year 1998. The KSIP allows all agencies to spend up to 50 percent of savings in any account from which expenditures can be made for state operations, for three specific purposes.

# **KSIP Purposes**

#### **Salary Bonus Payments**

• Pay salary bonus payments to permanent full-time or regular part-time employees, at the discretion of the agency head, provided that the total net amount to any one employee during the fiscal year, does not exceed \$1,000.

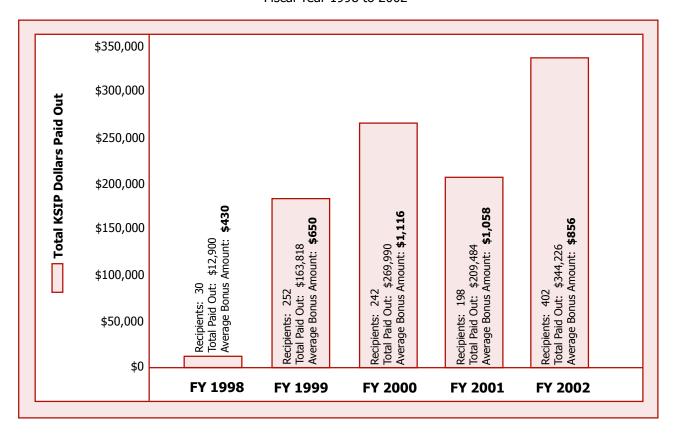
#### **Technology Acquisition**

• Purchase or other acquisition of technology equipment which was included in the budget estimates for the fiscal year submitted by the state agency. This includes computer hardware, computer software, and reprographic equipment.

#### **Professional Development**

• Provide training for Professional development of employees.

KSIP bonuses generally average between \$430 and \$1,120 per recipient. Fiscal Year 1998 to 2002



**Comment:** The upward trend may be due to managers finding other means to reward employees during times when general increases are low.

Source: SHARP (June 2002); Excludes unclassified, temporary, and student employees.

# References

# **Glossary**

**Agency:** a unit of state government assigned a unique department identification number.

**Classified Service:** all positions in the state service, except those which are specifically placed in the unclassified service by K.S.A. 75-2935, as amended, or other sections of the statutes.

**Demotion:** the involuntary movement for disciplinary purposes under K.A.R. 1-10-6 or the involuntary movement of an employee from a position in one class to a position in another class having a lower pay grade.

**Established Position:** a position which is in the budget as approved by the legislature, and which has been allocated (may or may not have ever been filled).

**Fiscal Year (FY):** the time period from July 1 to June 30.

Full-Time Equivalency (FTE): a unit of measurement equivalent to one full-time position.

**Interview Right (IR):** classified, regular employees laid off from approved state institutions have a right to an interview for any position in the same or higher pay grade than the pay grade on which the eligible employee was paid at the time of the layoff. IR expires two years from the layoff date.

K.A.R.: Kansas Administrative Regulation

K.S.A.: Kansas Statutes Annotated

**Length of Service:** total time working in the classified service or unclassified service, with certain exclusions per K.A.R. 1-2-46.

MQ: Minimum Qualifications

**Notice of Vacancies (NOV):** the centralized statewide listing of all classified job vacancies announced weekly to all applicants. Unclassified and temporary vacancies may be listed. The NOV is available on the Internet, at personnel offices of larger state agencies, at the Department of Human Resources Workforce Centers, and at the Civil Service Employment Information office in Topeka.

**Pay Grade:** a salary and wage range in the pay plan prepared by the Director of Personnel Services as required by K.S.A. 75-2938.

**Position:** a group of duties and responsibilities, assigned or delegated by an appointing authority, requiring the services of an employee on a full-time basis or, in some cases, on a less than full-time basis.

**Promotion:** a change of an employee from a position in one class to a position in another class having a higher pay grade, by an employee who meets the required selection criteria for promotion.

**Rehire:** any person hired by the state who was previously employed by the state.

**Resignation:** the voluntary termination of employment by an employee.

**Retirement:** one of the following four criteria must be met to be considered retirement eligible:

- \* age 65 or over
- \* age 65 or over with 10 years of qualifying service
- \* qualifying under the "85-point" plan
- \* age 55 or over with ten years of service taking early retirement with reduced benefits

The "85-point" plan is age plus length of service in years equaling at least 85 points (for example, 55 years old with 30 years of service).

**Right of First Refusal (ROFR):** classified, regular employees laid off from approved institutions may exercise the ROFR for any position in the same or lower pay grade than the pay grade on which the eligible employee was paid at the time of layoff. ROFR expires two years from the layoff date.

**SHARP:** Statewide Human Resource and Payroll system implemented in December 1995.

**Student Position:** a position filled by a student at a regents institution.

**TSA:** Tax Sheltered Annuity (Regents)

**Temporary Position (classified service):** a position which is limited to not more than 999 hours of employment in a 12-month period. Temporary positions do not affect the position limitation of an agency.

**Temporary Position (unclassified service):** a position filled by a person temporarily or designated by the legislature or by a legislative committee or commission or other competent authority to make or conduct a special inquiry, investigation, examination or installation.

**Transfer:** a change by an employee from one position with a close similarity of duties, essentially the same basic qualifications, and the same pay grade.

**Unclassified Service:** position specifically designated as unclassified by K.S.A. 75-2935, as amended, or other section of the statutes.

# **Classification Update Project Conversion Chart**

Administrative Support Series

Previous Classification		New Classification
Administrative Officer	<del></del>	Administrative Officer
Executive Secretary	$\longrightarrow$	Senior Administrative Specialist
Office Specialist Office Supervisor Secretary III Switchboard Operator III Switchboard Operator Supervisor	<b></b>	Administrative Specialist
Data Entry Unit Leader Keyboard Operator III Office Assistant IV Secretary II Switchboard Operator II	$\longrightarrow$	Senior Administrative Assistant
Office Assistant III Secretary I Keyboard Operator II Data Entry Operator II Switchboard Operator I	$-\!$	Administrative Assistant
Data Entry Operator I Keyboard Operator I Office Assistant I Office Assistant II	$\longrightarrow$	Office Assistant

**Comments:** The new Administrative Support Series was implemented November 11, 2001.

Source: Classification Structure Update Project Team: Phase I

# **Classification Update Project Conversion Chart**

Financial Examiner Series

Previous Classification		New Classification
Chief Financial Officer	$\longrightarrow$	Financial Examiner Administrator
Financial Examiner V	$\longrightarrow\hspace{-0.8cm}\longrightarrow$	Financial Examiner Principal
Financial Examiner III Financial Examiner IV	$\longrightarrow$	Financial Examiner Senior
Financial Examiner I Financial Examiner II	$\longrightarrow$	Financial Examiner

# **Equipment Operator Series**

Previous Classification		New Classification
Expanded from a 3 level to a 4 level series to provide for work not covered.	$\longrightarrow\hspace{-0.5cm}\rightarrow$	Equipment Operator Specialist
Equipment Operator III	$\longrightarrow$	Equipment Operator Senior
Equipment Operator II, Trainee	$\longrightarrow$	Equipment Operator
Equipment Operator I Equipment Operator II, Trainee	<b>──</b>	Equipment Operator Trainee

**Comments:** The new Financial Examiner Series was established September 30, 2001. The new Equipment Operator Series was implemented November 11, 2001 as part of the Maintenance and Trades classification structure update.

**Source:** Classification Structure Update Project Team: Phase I

# Fiscal Year 2002-1995 Legislative Summary

This summary contains legislative highlights with regards to the creation of new agencies, the abolition of existing agencies, and FTE approvals affecting greater than 5.0 FTE. The FTE revisions illustrate both increases and decreases in agency FTE's.

#### Fiscal Year 2002

- 11.0 FTE positions were added to the Board of Regents, 9 to implement Kan-Ed and 2 for regular staffing.
- 19.0 FTE positions were added to the Larned Juvenile Correctional Facility to staff new facilities.
- 23.0 FTE positions were reduced from the Department of Human Resources, the Legislature abolished
   20 FTE positions that had been vacant for an extedned period of time and 3 positions transferred to the Department of Administration for the Workplace Safety Program.
- 17.5 FTE positions were added to the Department of Education due to permanent federal funding availability.

#### Fiscal Year 2001

- 137.5 FTE positions were added to the Department of Health and Environment, which include the conversion of 141.0 unclassified positions to FTE positions.
- 107.6 FTE positions were added to the Department of Social and Rehabilitation Services, reflecting the conversion of unclassified positions to FTE positions.
- 92.0 FTE positions were added to the Commission on Veterans' Affairs for the Kansas Veterans' Home.
- 40.5 FTE positions were added to the Ellsworth Correctional Facility to staff the new 100-cell housing unit.
- 34.0 FTE positions were added to the Department of Revenue to assist with collections of accounts receivable.
- 29.0 FTE positions were added to the Topeka Correctional Facility to staff the renovated J-Cellhouse for female offenders.
- 13.0 FTE positions were added to the Department of Commerce and Housing to administer the Section 8 housing contracts.
- 13.0 unclassified positions were added to the Kansas Bureau of Investigation to assist local enforcement agencies and to assist in reducing backlogs in the Laboratory Division.
- 11.0 FTE positions were shifted to the Board of Regents from the Department of Education associated with administration of federal vocational education aid.
- 9.0 FTE positions were deleted from the Kansas Racing and Gaming Commission due to the closing of Camptown race track in Southeast Kansas.
- 6.0 FTE positions were added to the Department of Health and Environment for expanded nursing home inspections.

- The Legislature abolished FTE positions that, as of January 1, 2000, had been vacant for four years or more as determined by the Director of the Budget in consultation with the Director of Personnel Services. This action resulted in the deletion of 37.7 FTE positions in eight state agencies.
- An additional 38.3 FTE positions will be deleted in FY 2001. This was accomplished by abolishing all FTE positions that, as of March 1, 2000, had been vacant for three years or more.
- 9.0 FTE positions were added to the Racing and Gaming Commission for the opening of a new racetrack.
- 12.0 FTE positions were added to the Department of Corrections for work crew supervisors.
- 11.0 FTE positions were added to Larned Correctional Mental Health Facility for security staff and drug treatment personnel.
- 60.5 FTE positions were added to El Dorado Correctional Facility for the relocation of the Reception and Diagnostic Unit.
- 16.0 FTE positions were added to the Kansas Highway Patrol for new troopers for the Motor Carrier Safety Assistance Program.
- 21.0 FTE positions were reduced from the Department of Revenue, 17 positions would be eliminated through restructuring regional tax offices and 4.0 would be eliminated through restructuring of the Alcoholic Beverage Control Division.

- 1.3 FTE positions were reduced from the Department of Agriculture for the privatization of the Grain Commodity Commissions.
- 8.0 FTE positions were reduced for the privatization of the Kansas Wheat Commission.

#### Fiscal Year 1999

- The KU Hospital portion of the KU Medical Center became a public authority and is no longer part of a state agency in October 1998 (1998 SB 373). Approximately half of the KU Medical Center's FTE was transferred to the public authority.
- 23.0 FTE positions were added to the Sex Predator Treatment Program at Larned State Hospital to
  provide staff necessary for expanding the program. The new positions will be hired as additional
  residents are added to the program. The positions to be added include direct care staff, a Psychologist
  III, a Social Worker and a Registered Nurse.
- 14.0 FTE positions were added to the Highway Patrol, 7 troopers to patrol the highways and 7 to implement the Criminal Justice Information System (CJIS).
- 11.0 FTE positions were added to the Division of Environment within the Kansas Department of Health
  and Environment. Enhanced funding for inspections of large swine feeding facilities is intended to
  ensure the protection of the environment by monitoring the state's air, landscape and water resources.
- 10.0 FTE positions were added to the Judiciary to assist the courts in dealing with increasing caseloads throughout the state.
- 10.0 FTE positions were added to the Kansas Racing and Gaming Commission to allow the Commission to complete its own background investigations.
- 7.0 FTE positions were added to the Department of Revenue to implement provisions included in the 1998 Tax Relief Act.
- 7.0 FTE positions were added to the Board of Tax Appeals. A small claims division was established within the Board and creates a new executive director position.
- Transferred the Office of the Long-Term Care Ombudsman from the Department on Aging to the Department of Administration. This included 5.5 FTE positions. The transfer was intended to ensure impartiality in the investigations that the Ombudsman conducts.

#### Fiscal Year 1998

- The transfer of Long Term Care Programs for the Elderly from the Department of Social and Rehabilitation Services to the Department on Aging.
- The Winfield Veterans Home was established on the grounds of the Winfield State Hospital and Training Center after its closure. 2.0 FTE positions were approved for the agency to begin basic operation in the second half of Fiscal Year 1998.
- The Grain Inspection Department was abolished effective September 1, 1997. The inspection and grading of grain became the responsibility of a private entity. The authority and responsibility of the Department's Warehouse Program was transferred to the Secretary of Agriculture.
- The Juvenile Justice Authority was created to implement the Juvenile Justice Reform Act, which is
  intended to strengthen the juvenile system. The Authority was given 30.0 FTE positions, excluding the
  juvenile correctional facilities' personnel. The services for juvenile offenders transferred from other
  agencies, such as the Department of Social and Rehabilitation Services.
- 24.0 FTE positions were added to the Department of Administration for the operation of the Topeka State Hospital Grounds.
- 20.5 FTE positions were transferred from the Department of Social and Rehabilitation Services to the Kansas Department of Health and Environment. The authority for licensure inspection of family foster homes, child placement agencies, 24-hour care residential facilities and detention facilities was transferred from the Department of Social and Rehabilitation Services to the Kansas Department of Health and Environment. This was done to provide neutral oversight of the quality of inspection of those facilities.
- 17.1 FTE positions were added to Pittsburg State University's Technology Center due to a change in the servicing of new buildings formula for staffing.

- Topeka State Hospital and Winfield State Hospital and Training Center closed.
- 32.4 FTE positions were added for Medicaid fraud and abuse and court debt collections in the Attorney

General's Office, contracts for retired judges and administration of Access to Justice Program in the Judiciary, an assistant investment officer for Kansas Public Employees Retirement System, telecommunications analysts and legal staff in the Kansas Corporation Commission, blood alcohol content administration and legal staff in the Kansas Corporation Commission, blood alcohol content administration in the Department of Revenue, and an auditor of local elected officials in the Commission on Governmental Standards.

- The Executive Director's position of the Parole Board was eliminated. The Board's administrative functions were consolidated with the Parole and Post-Release Supervision Program of the Department of Corrections.
- 120.0 FTE positions were reduced from Department of Corrections due to the privatization of food service operations in the system's nine correctional facilities.
- 23.0 FTE positions were shifted from the Winfield Correctional Facility to the Lansing Correctional Facility because of increased inmate population.

#### Fiscal Year 1996

- January 1, 1996, all state employees were placed on a bi-weekly pay cycle. (Prior to 1-1-96 the
  majority of state employees were on a monthly pay cycle.)
- 1,096.2 part-time (.49) classified intermittent and special project positions were converted to FTE positions to better reflect the true size of the state workforce.
- The Kansas Youth Authority was authorized. The Authority consists of 7 members appointed by the Governor and is responsible for development of confinement and dispositional alternatives for juvenile offenders.
- The Kansas Guardianship Program was created. The program provides recruitment, training, monitoring
  and support for volunteers willing to become court-appointed guardians for clients identified as being
  in need of these services. This function was transferred from a private, not-for-profit corporation that
  was funded through grants administered by Social and Rehabilitation Services.
- 43.0 FTE positions were added at Winfield, Lansing, Topeka, El Dorado and Hutchinson Correctional Facilities to manage projected increases in the inmate population.
- 9.0 FTE positions were deleted from the Kansas Corporation Commission. The Legislature left it to the discretion of the Commission to determine which positions would be eliminated with the understanding that none should be associated with the Commission's abandoned well-plugging activities.
- The Farmers' Assistance, Counseling, and Training Program (FACTS) was transferred from the Department of Agriculture to Kansas State University's Cooperative Extension Service, where current resources will provide various educational, legal, and mediation services. This deleted 7.0 FTE positions from the Department of Agriculture.

- 1994 HB 2573 established the Kansas Information Resources Council and the Office of the Chief Information Architect. The council is comprised of 20 executives representing various state agencies and the private sector.
- 10.0 FTE positions were added to Judiciary due to new crime legislation; plus 3 judgeships to manage the overall growth in judicial caseloads.
- 63.0 limited term FTE positions were added to the Youth Center at Larned to accommodate increases in the length-of-stay for juveniles at the state youth centers.
- 40.0 FTE positions were added for the Adjutant General's Retro Europe Repair Site located at Ft. Riley.
- 35.0 FTE positions were deleted from the Topeka Correctional Facility because of an anticipated decrease in minimum-security inmate population.
- 9.0 FTE positions and 62.0 special project positions were added to Social and Rehabilitation Services to implement welfare reform.
- 9.0 special project positions were added to the Youth Center at Topeka to conduct a Physical Training Program. This program will require that juveniles located at the youth center participate in a physical exercise training program similar in style to programs operated at boot camps.

# **Classified Service- Executive Branch Position Reference Table**

**POSITION TYPE** 

	DEC		UN I YPE	OD A DV
	FULL-TIME	ULAR PART-TIME	FULL-TIME	ORARY PART-TIME
POSITION		171111111111111111111111111111111111111		.,
Counts Toward FTE	Yes	Yes	No	No
Statutory Authority	FTE Limit	FTE Limit	N/A	N/A
EMPLOYEE MOVEMENT				
Promotion and Transfer	Yes	Yes	Yes	Yes
Suspension and Demotion	Yes	Yes	No	No
Layoff Alternatives	Yes	Yes	No	No
Dismissal SELECTION	Yes	Yes	Yes	Yes
Selection Process	Civil Service Procedure	Civil Service Procedure	Agency Discretion	Agency Discretion
Meet MQ	Yes	Yes	Yes	Yes
Eligibility Pools Considered?	Yes	Yes	Agency Discretion	Agency Discretion
Compete with Others COMPENSATION	Yes	Yes	Agency Discretion	Agency Discretion
Hour Limitations	None	Below 100%	999 Hours in 12 Months	999 Hours in 12 Months
Probationary Period	Yes	Yes	No	No
Pay	Pay Matrix	Pay Matrix	K.A.R. 1-5-9	K.A.R. 1-5-9
Step Movement	Yes	Yes	No	No
Longevity Bonus	Yes	Yes	No	No
Overtime Exemption	Position Specific	Position Specific	Position Specific	Position Specific
Length of Service	Yes	Yes	No	No
BENEFITS ELIGIBILITY				
GHI	Yes	Yes <sup>1</sup>	No	No
KPERS (Retirement System)	Yes	Yes	No	No
Sick Leave	Yes	Prorated Basis	No	No
Vacation Leave	Yes	Prorated Basis	No	No
Holiday Credit/ Discretionary Day	Yes	Possible Credit <sup>2</sup>	No	No
Deferred Compensation/TSA	Yes	Yes	Yes	Yes
Shared Leave	Yes	Yes	No	No
Flexible Spending Account	Yes	Yes	No	No

<sup>&</sup>lt;sup>1</sup>For employees who work 1,000 hours or more.

<sup>&</sup>lt;sup>2</sup> Employees on a regular schedule receive holiday credit equal to their work time when a holiday falls within their regular work schedule. Employees on an irregular schedule do not receive holiday credit.

# **Unclassified Service- Executive Branch Position Reference Table**

### **POSITION TYPE**

	REGI	REGULAR TEMPORARY		
	FULL-TIME	PART-TIME	FULL-TIME	PART-TIME
POSITION				
Counts Toward FTE	Yes	Yes	No	No
Statutory Authority	K.S.A. 75-2935 or Agency Statutes	K.S.A. 75-2935 or Agency Statutes	Agency Statutes and K.S.A. 75-2935(1)(i) (Special Projects)	Agency Statutes and K.S.A. 75-2935(1)(i) (Special Projects)
EMPLOYEE MOVEMENT			(Special Frojecto)	(Special Frojects)
Promotion and Transfer	Agency Discretion	Agency Discretion	Agency Discretion	Agency Discretion
Suspension and Demotion	Agency Discretion	Agency Discretion	Agency Discretion	Agency Discretion
Layoff Alternatives	Agency Discretion	Agency Discretion	Agency Discretion	Agency Discretion
Dismissal SELECTION	Agency Discretion	Agency Discretion	Agency Discretion	Agency Discretion
Selection Process	Agency Discretion/ Governor's approval	Agency Discretion/ Governor's approval	Agency Discretion/ Governor's approval	Agency Discretion/ Governor's approval
Meet MQ	N/A	N/A	N/A	N/A
Eligibility Pools Considered	N/A	N/A	N/A	N/A
Compete with Others  COMPENSATION	Agency Discretion	Agency Discretion	Agency Discretion	Agency Discretion
Hour Limitations	None	None	None	None
Probationary Period	Optional	Optional	Optional	Optional
Pay	Agency Statutes/ Governor's Approval	Agency Statutes/ Governor's Approval	Agency Discretion/ Governor's Approval	Agency Discretion/ Governor's Approval
Pay Increases	Yes	Yes	Yes	Yes
Longevity Bonus	Position Specific	Position Specific	Position Specific	Position Specific
Overtime Exemption	Position Specific	Position Specific	Position Specific	Position Specific
Length of Service BENEFITS ELIGIBILITY	Typically Yes	Typically Yes	Position Specific	Position Specific
GHI	Yes	Yes <sup>1</sup>	Position Specific	Position Specific
KPERS (Retirement System)	Yes	Yes	Position Specific	Position Specific
Sick Leave	Yes	Prorated Basis	Position Specific	Position Specific
Vacation Leave	Yes	Prorated Basis	Position Specific	Position Specific
Holiday Credit/ Discretionary Day	Yes	Position Specific	Position Specific	Position Specific
Deferred Compensation/TSA	Yes	Yes	Position Specific	Position Specific
Shared Leave	Yes	Yes	Position Specific	Position Specific
Flexible Spending Account	Yes	Yes	Position Specific	Position Specific

<sup>&</sup>lt;sup>1</sup>For employees who work 1,000 hours or more.

**Comments:** These tables summarize information and provides a general description. They should be used for general reference purposes only. The information is not intended to replace the Kansas Statutes Annotated or Administrative Regulations, which contain complete provisions.